Integrated Postsecondary Education Data System (IPEDS) 2023-24 through 2024-25

Fall Enrollment (EF)

OMB No. 1850-0582 v.31

Submitted by:

National Center for Education Statistics (NCES)
Institute of Education Sciences
U.S. Department of Education

Date

Fall Enrollment Package 2023-24 through 2024-25 Data Collections

Contents

Changes for 2023-24

Throughout the materials, additions are indicated in red, deletions are indicated in ~~red strikethrough~~.

General	
Terminology Change	Rephrased all references to 'remedial education' and 'remedial courses' to 'developmental education' and 'developmental courses.'
Terminology Change	Rephrased 'dual enrolled students' terminology to 'high school students enrolled in college courses for credit' for clarity.
Terminology Change	Removed reference to Common Data Set methodology in survey materials regarding student-to-faculty ratio.
New FAQ	FAQ #15 [Fall Enrollment by Student Level, Race/Ethnicity and Gender/Part A] has been added regarding including incarcerated students in reporting.
New FAQ	FAQ #5 [Fall Enrollment in Selected Fields/Part A, 4-year institutions only] has been added regarding determining students' full- and part-time status.
FAQ Clarification	FAQ #7 [General] has been updated regarding experimental site participants.
FAQ Clarification	FAQ #14 [Fall Enrollment by Student Level, Race/Ethnicity and Gender/Part A] has been updated regarding race/ethnicity reporting for undocumented and DACA students.
FAQ Clarification	FAQ #10 [Fall Enrollment by Student Level, Race/Ethnicity and Gender/Part A] has been updated regarding reporting the undergraduate students who previously enrolled as non-degree-seeking students and reenroll as degree-seeking students.
Part A	
Gender Unknown or Another Gender	Revised survey materials related to Gender Unknown or Another Gender reporting, including non-reporting for small cell size.
Part E	
Instructions Clarification	Revised instructions to clarify that bachelor's degree completers by their second fall term among the first-time bachelor's degree-seeking student cohort should be considered retained [Applicable to 4-year degree granting institutions].

Questions with varied applicability

Some questions are not applicable to all institutions. Please see the table below for information. In the materials below, variability is indicated with [purple].

Years that change across the 3 years of clearance

Dates change for some elements depending on the collection year. Please see the table below for information. Dates currently included throughout the materials are for the 2023-24 data collection and are highlighted in green.

Reporting date for academic reporters	**2023-24 collection**: October 15, 2023 **2024-25 collection**: October 15, 2024
Reporting date for program and hybrid reporters	**2023-24 collection**: August 1 - October 31, 2023 **2024-25 collection**: August 1 - October 31, 2024
Fall for retention rates	**2023-24 collection**: Prior year Fall 2022, Current year Fall 2023 **2024-25 collection**: Prior year Fall 2023, Current year Fall 2024

Overview

Fall Enrollment Overview

The Fall Enrollment component collects student enrollment counts by level of student, enrollment status, gender and race/ethnicity. In addition, first-time students' fall-to-fall retention rates and the student-to-faculty ratio are collected. Enrollment by age is required in odd-numbered years, and enrollment by residence of first-time undergraduates is required in even-numbered years.

Institutions operating on a traditional academic year calendar (semester, trimester, quarter, or 4-1-4) report Fall enrollment as of the institution's official fall reporting date or October 15. Institutions operating on a calendar that differs by program or that enrolls students on a continuous basis (referred to as program reporters) report Fall enrollment as students enrolled any time during the period August 1 and October 31.

Data reporting reminders:
- Report data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior year reporting.
- Part B, Enrollment of students by age, is optional this year. [Reminder in even years]
- Part B, Enrollment of students by age, is required this year. [Reminder in odd years]
- Part C, Residence of first-time degree/certificate-seeking undergraduates, is required this year. [Reminder in even years]
- Part C, Residence of first-time degree/certificate-seeking undergraduates, is optional this year. [Reminder in odd years]
- For reporting students studying in consortium agreements, please refer to the Resource page at https://nces.ed.gov/ipeds/report-your-data/data-tip-sheet-reporting-data-consortium-institutions.

Changes in reporting:

The following changes were implemented for the 2023-24 data collection period:
- Rephrased "remedial education" terminology in survey materials to "developmental education," including Glossary terms
- Rephrased "dual enrolled students" terminology in survey materials to "high school students enrolled in college courses for credit"
- Revised survey materials related to Gender Unknown or Another Gender enrollment reporting in Part A, including non-reporting for small cell size
- Revised Part E Instructions to clarify that bachelor's degree completers by their second fall term among the first-time bachelor's degree-seeking student cohort should be considered retained [Applicable to 4-year degree granting institutions]
- Added FAQ regarding including incarcerated students in for-credit enrollment reporting
- Added FAQ regarding determining students' full- and part-time status
- Revised FAQ regarding enrollment reporting for degree-seeking students who were previously enrolled as non-degree-seeking
- Revised FAQ with an additional note about verification of F-1 visa status for undocumented and DACA students
- Removed reference to Common Data Set methodology in Instructions regarding student-to-faculty ratio
- Revised FAQ regarding experimental site participants

Resources:
- To download the survey materials for this component: Survey Materials

If you have questions about completing this survey, please contact the **IPEDS Help Desk at 1-877-225-2568.**

Part Selection [Even numbered years only]

Completion of Part B (Enrollment of Students by Age) is optional this year.

Do you wish to complete Part B this year?
If you select 'Yes', you will be expected to complete the Part B screens.
If you select 'No', you will skip Part B.

Checkbox option	**No**, I will not complete Part B
Checkbox option	**Yes,** I will complete Part B

Part Selection [Odd numbered years only]

Completion of Part C (Residence of First-Time Degree/Certificate-Seeking Undergraduates) is optional this year.

Do you wish to complete Part C this year?
If you select 'Yes', you will be expected to complete the Part C screens.
If you select 'No', you will skip Part C.

Checkbox option	**No**, I will not complete Part C
Checkbox option	**Yes,** I will complete Part C

Fall Enrollment - CIP CODE Selection [Even-numbered years only][4-year degree-granting institutions only]

UNDERGRADUATE AND GRADUATE FIELDS	
Checkbox option	13.0000 -- Education
Checkbox option	14.0000 -- Engineering
Checkbox option	26.0000 -- Biological and Biomedical Sciences
Checkbox option	27.0000 -- Mathematics
Checkbox option	40.0000 -- Physical Sciences
Checkbox option	52.0000 -- Business, Management, Marketing, and Related Support Services
GRADUATE-ONLY FIELDS	
Checkbox option	22.0101 -- Law (LL.B., J.D.)
Checkbox option	51.0401 -- Dentistry (D.D.S., D.M.D.)
Checkbox option	51.1201 -- Medicine (M.D.)
Checkbox option	
Checkbox option	None of the above

Checkbox option   Yes, I confirm that I reviewed the fields of study are offered by my institution above.

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part A - Fall Enrollment for Full-Time Undergraduate Students [Applicable to degree-granting institutions]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.
Full-time Undergraduate Students
Reporting Reminders:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

Men

| Enrolled for credit | Degree/certificate-seeking | | | | Non-degree/ non-certificate-seeking | Total, Full-time undergraduate students |
| | First-time | Non-first-time | | Total degree/certificate-seeking | | |
		Transfer-in	Continuing/ Returning			
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Women

| Enrolled for credit | Degree/certificate-seeking | | | | Non-degree/ non-certificate-seeking | Total, Full-time undergraduate students |
| | First-time | Non-first-time | | Total degree/certificate-seeking | | |
		Transfer-in	Continuing/ Returning			
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Grand total (men + women)	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Prior year data:						
Grand total (men + women) prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Part A - Fall Enrollment for Full-Time Undergraduate Students [Applicable to public non-degree-granting institutions]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.
Full-time Undergraduate Students
Reporting Reminders:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Men

	First-time, certificate-seeking	Other certificate-seeking	Non-certificate-seeking	Total, full-time Undergraduate students
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value	Prior year value

Women

	First-time, certificate-seeking	Other certificate-seeking	Non-certificate-seeking	Total, full-time Undergraduate students
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value	Prior year value

Grand total (men+women)	Calculated value	Calculated value	Calculated value	Calculated value
Prior year data:				
Grand total (men+women) prior year	Prior year value	Prior year value	Prior year value	Prior year value

Part A - Fall Enrollment for Full-Time Undergraduate Students [Applicable to private non-degree-granting institutions]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.
Full-time Undergraduate Students
Reporting Reminders:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Men

	First-time, certificate-seeking	All other	Total, full-time Undergraduate students
U.S. Nonresident	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value

Women

	First-time, certificate-seeking	All other	Total, full-time Undergraduate students
U.S. Nonresident	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Calculated value
Total women	Reported value	Reported value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value

	First-time, certificate-seeking	All other	Total, full-time Undergraduate students
Grand total (men+women)	Calculated value	Calculated value	Calculated value
Prior year data			
Grand total (men+women) prior year	Prior year value	Prior year value	Prior year value

Part A - Fall Enrollment for Part-Time Undergraduate Students [Applicable to degree-granting institutions]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.

Part-time Undergraduate Students
Reporting Reminders:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

Men

| Enrolled for credit | Degree/certificate-seeking | | | | Non-degree/ non-certificate-seeking | Total, Part-time undergraduate students |
| | First-time | Non-first-time | | Total degree/certificate-seeking | | |
		Transfer-in	Continuing/ Returning			
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Women

| Enrolled for credit | Degree/certificate-seeking | | | | Non-degree/ non-certificate-seeking | Total, Part-time undergraduate students |
| | First-time | Non-first-time | | Total degree/certificate-seeking | | |
		Transfer-in	Continuing/ Returning			
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Grand total (men+women)	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Prior year data:						
Grand total (men+women) prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Part A - Fall Enrollment for Part-Time Undergraduate Students [Applicable to public non-degree-granting institutions]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.

Part-time Undergraduate Students
Reporting Reminders:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Men

	First-time, certificate-seeking	Other certificate-seeking	Non-certificate-seeking	Total, full-time Undergraduate students
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value	Prior year value

Women

	First-time, certificate-seeking	Other certificate-seeking	Non-certificate-seeking	Total, full-time Undergraduate students
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value	Prior year value

Grand total (men+women)	Calculated value	Calculated value	Calculated value	Calculated value
Prior year data:				
Grand total (men+women) prior year	Prior year value	Prior year value	Prior year value	Prior year value

Part A - Fall Enrollment for Part-Time Undergraduate Students [Applicable to private non-degree-granting institutions]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.

Part-time Undergraduate Students
Reporting Reminders:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Men

	First-time, certificate-seeking	All other	Total, part-time Undergraduate students
U.S. Nonresident	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value

Women

	First-time, certificate-seeking	All other	Total, part-time Undergraduate students
U.S. Nonresident	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value

Grand total (men+women)	Calculated value	Calculated value	Calculated value
Grand total (men+women)	Prior year value	Prior year value	Prior year value

Part A - Fall Enrollment for Graduate Students [Applicable to institutions with graduate students only]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.
Graduate Students
Race/Ethnicity Reporting Reminder:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Graduate Student Reporting Reminder
- Report all postbaccalaureate degree and certificate students as graduate students, including any doctor's-professional practice students (formerly first professional)
- Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

Men

Students enrolled for credit	Graduate students		
	Total full-time	Total part-time	Total graduate students
U.S. Nonresident	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value

Women

Students enrolled for credit	Graduate students		
	Total full-time	Total part-time	Total graduate students
U.S. Nonresident	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value

Grand total (men+women)	Calculated value	Calculated value	Calculated value
Prior year data:			
Grand total (men+women) prior year	Prior year value	Prior year value	Prior year value

Part A – Fall Enrollment Summary

Fall Enrollment Summary

Men

Students enrolled for credit	Total full-time students	Total part-time students	Grand total, all students
U.S. Nonresident	Calculated value	Calculated value	Calculated value
Hispanic/Latino	Calculated value	Calculated value	Calculated value
American Indian or Alaska Native	Calculated value	Calculated value	Calculated value
Asian	Calculated value	Calculated value	Calculated value
Black or African American	Calculated value	Calculated value	Calculated value
Native Hawaiian or Other Pacific Islander	Calculated value	Calculated value	Calculated value
White	Calculated value	Calculated value	Calculated value
Two or More Races	Calculated value	Calculated value	Calculated value
Race and Ethnicity Unknown	Calculated value	Calculated value	Calculated value
Total men	Calculated value	Calculated value	Calculated value

Women

Students enrolled for credit	Total full-time students	Total part-time students	Grand total, all students
U.S. Nonresident	Calculated value	Calculated value	Calculated value
Hispanic/Latino	Calculated value	Calculated value	Calculated value
American Indian or Alaska Native	Calculated value	Calculated value	Calculated value
Asian	Calculated value	Calculated value	Calculated value
Black or African American	Calculated value	Calculated value	Calculated value
Native Hawaiian or Other Pacific Islander	Calculated value	Calculated value	Calculated value
White	Calculated value	Calculated value	Calculated value
Two or More Races	Calculated value	Calculated value	Calculated value
Race and Ethnicity Unknown	Calculated value	Calculated value	Calculated value
Total men	Calculated value	Calculated value	Calculated value

Part A – Fall Enrollment – Gender Unknown or another gender than Provided Categories

- The 'gender unknown' category is to report students for whom the institution does not know a gender.
- Institutions should not ask students that do not select a binary gender to allocate themselves to a binary gender category; it is up to the institution to allocate unknown students and students that indicate another gender into the binary categories throughout the forms where required. One method commonly used by institutions is to allocate these students to the binary categories required in other parts of the form using the proportion of men to women reported.

Is your institution able to report another gender for the 2023-24 data collection? If you indicate 'No, my institution does not collect data on another gender,' ~~your institution should~~ leave the cells in the rows for 'Another gender' blank (i.e., do not report 0). If you indicate 'No, some cells will have a value of less than 5 students,' your institution collects data on another gender, but some cells will have a value of less than 5 students, do not report the data and leave the cells in the rows for 'Another gender' blank. If you indicate 'Yes', but no students identified as another gender, please enter '0'.

Undergraduate students:

Radio button option	Yes
Radio button option	No, some cells will have a value of less than 5 students (do not report)
Radio button option	No, my institution does not collect data on another gender

Graduate students:

Radio button option	Yes
Radio button option	No, some cells will have a value of less than 5 students (do not report)
Radio button option	No, my institution does not collect data on another gender

Of the total students reported, how many students did you allocate to a binary gender category (Men/Women) because their gender was unknown or another gender than the provided categories?

	Number of students	
	Undergraduate students	Graduate students
Grand total [~~Preload~~ Carried forward]	Carried forward	Carried forward
Gender unknown (i.e., gender information is not known or not collected).	Reported value	Reported value
Another gender (i.e., gender information is known but does not fall into either of the mutually exclusive binary categories provided [Men/Women]).	Reported value	Reported value
Total of Gender unknown + Another gender [Calculated value]	Calculated value	Calculated value
Total of Students for whom gender is known and falls into one of the mutually exclusive binary categories provided [Men/Women] [Calculated value]	Calculated value	Calculated value

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part A - Fall Enrollment by CIP code [Even-numbered years] [4-year degree-granting institutions only]

Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2024. Program reporters report students enrolled at any time between August 1 and October 31, 2024.

CIP CODE: [This screen is collected for CIP codes selected on the CIP code selection screen]

Full-time Undergraduate Students
Reporting Reminders:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Men

Enrolled for credit	Degree/certificate-seeking				Non-degree/ non-certificate-seeking	Total, Full-time undergraduate students
	First-time	Non-first-time		Total degree/certificate-seeking		
		Transfer-in	Continuing/ Returning			
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Women

Enrolled for credit	Degree/certificate-seeking				Non-degree/ non-certificate-seeking	Total, Full-time undergraduate students
	First-time	Non-first-time		Total degree/certificate-seeking		
		Transfer-in	Continuing/ Returning			
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Grand total (men+women)	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Prior year data:						
Grand total (men+women) prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Part A - Fall Enrollment by CIP code [Even-numbered years] [Applicable to 4-year degree-granting institutions only]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2024. Program reporters report students enrolled at any time between August 1 and October 31, 2024.
CIP CODE: [This screen is collected for CIP codes selected on the CIP code selection screen]

Part-time Undergraduate Students
Reporting Reminders:
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Men

Enrolled for credit	Degree/certificate-seeking				Non-degree/ non-certificate-seeking	Total, Full-time undergraduate students
	First-time	Non-first-time		Total degree/certificate-seeking		
		Transfer-in	Continuing/ Returning			
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Women

Enrolled for credit	Degree/certificate-seeking				Non-degree/ non-certificate-seeking	Total, Full-time undergraduate students
	First-time	Non-first-time		Total degree/certificate-seeking		
		Transfer-in	Continuing/ Returning			
U.S. Nonresident	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Asian	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
White	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Reported value	Calculated value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Grand total (men+women)	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value	Calculated value
Prior year data:						
Grand total (men+women) prior year	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value	Prior year value

Fall Enrollment by CIP code [Even-numbered years] [Applicable to 4-year degree-granting institutions and institutions with graduate students only]

Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2024. Program reporters report students enrolled at any time between August 1 and October 31, 2024.

CIP CODE: [This screen is collected for CIP codes selected on the CIP code selection screen]

Graduate students
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Report all postbaccalaureate degree and certificate students as graduate students, including any doctor's-professional practice students (formerly first-professional)

Men

Students enrolled for credit	Graduate students		
	Total full-time	Total part-time	Total graduate students
U.S. Nonresident	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Calculated value
Total men	Calculated value	Calculated value	Calculated value
Total men prior year	Prior year value	Prior year value	Prior year value

Women

Students enrolled for credit	Graduate students		
	Total full-time	Total part-time	Total graduate students
U.S. Nonresident	Reported value	Reported value	Calculated value
Hispanic/Latino	Reported value	Reported value	Calculated value
American Indian or Alaska Native	Reported value	Reported value	Calculated value
Asian	Reported value	Reported value	Calculated value
Black or African American	Reported value	Reported value	Calculated value
Native Hawaiian or Other Pacific Islander	Reported value	Reported value	Calculated value
White	Reported value	Reported value	Calculated value
Two or More Races	Reported value	Reported value	Calculated value
Race and Ethnicity Unknown	Reported value	Reported value	Calculated value
Total women	Calculated value	Calculated value	Calculated value
Total women prior year	Prior year value	Prior year value	Prior year value

Grand total (men+women)	Calculated value	Calculated value	Calculated value
Grand total (men+women) prior year	Prior year value	Prior year value	Prior year value

Part A - Fall Enrollment Distance Education Status [Applicable to all degree-granting institutions and public non-degree-granting institutions]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023.
Program reporters report students enrolled at any time between August 1 and October 31, 2023.

	Undergraduate Students		Graduate Students [Applicable to institutions with graduate students only]
	Degree/certificate-seeking	Non-degree/non-certificate-seeking	
Enrolled exclusively in distance education courses	Reported value	Reported value	Reported value
Enrolled in *at least one* but not all distance education courses	Reported value	Reported value	Reported value
Not enrolled in any distance education courses	Calculated value	Calculated value	Calculated value
Total (Carried forward from prior part A screens)	Carried forward	Carried forward	Carried forward

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part A - Fall Enrollment Distance Education Status [Applicable to private non-degree-granting institutions]
Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023.
Program reporters report students enrolled at any time between August 1 and October 31, 2023.

	All Undergraduate Students
Enrolled exclusively in distance education courses	Reported value
Enrolled in *at least one* but not all distance education courses	Reported value
Not enrolled in any distance education courses	Calculated value
Total (Carried forward from prior part A screens)	Carried forward

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part A - Fall Enrollment Distance Education Status

Of those students *exclusively* enrolled in <u>distance education courses</u>, report the number that are:

	<u>Undergraduate</u> Students		<u>Graduate Students</u> [Applicable to institutions with graduate students only]
	<u>Degree/certificate-seeking</u>	Non-degree/non-certificate-seeking	
Located in the same state/jurisdiction as the institution	Reported value	Reported value	Reported value
Located in the U.S. but not in the same state/jurisdiction as the institution	Reported value	Reported value	Reported value
Located in the U.S. but state/jurisdiction unknown	Reported value	Reported value	Reported value
Located outside the U.S.	Reported value	Reported value	Reported value
Location unknown/unreported	Calculated value	Calculated value	Calculated value
Total students exclusively enrolled in distance education (Carried forward from section above)	Carried forward	Carried forward	Carried forward

Part A - Fall Enrollment Distance Education Status

Of those students *exclusively* enrolled in <u>distance education courses</u>, report the number that are:

	All <u>Undergraduate</u> Students
Located in the same state/jurisdiction as the institution	Reported value
Located in the U.S. but not in the same state/jurisdiction as the institution	Reported value
Located in the U.S. but state/jurisdiction unknown	Reported value
Located outside the U.S.	Reported value
Location unknown/unreported	Calculated value
Total students exclusively enrolled in distance education (Carried forward from section above)	Carried forward

Part B - Fall Enrollment by Age and Gender for Full-time Undergraduate Students [Required in odd numbered years; optional in even numbered years]

Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.

NOTE: These data are optional/required this year. [Note changes depending on even or odd year]

Age	Full-time Undergraduate Students	
	Men	Women
Under 18	Reported value	Reported value
18-19	Reported value	Reported value
20-21	Reported value	Reported value
22-24	Reported value	Reported value
25-29	Reported value	Reported value
30-34	Reported value	Reported value
35-39	Reported value	Reported value
40-49	Reported value	Reported value
50-64	Reported value	Reported value
65 and over	Reported value	Reported value
Age unknown/unreported	Calculated value	Calculated value
Total full-time undergraduate students (Carried forward from Part A)	Carried forward	Carried forward

Part B - Fall Enrollment by Age and Gender for Part-time Undergraduate Students [Required in odd numbered years; optional in even numbered years]

Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.

NOTE: These data are optional/required this year. [Note changes depending on even or odd year]

Age	Part-time Undergraduate Students	
	Men	Women
Under 18	Reported value	Reported value
18-19	Reported value	Reported value
20-21	Reported value	Reported value
22-24	Reported value	Reported value
25-29	Reported value	Reported value
30-34	Reported value	Reported value
35-39	Reported value	Reported value
40-49	Reported value	Reported value
50-64	Reported value	Reported value
65 and over	Reported value	Reported value
Age unknown/unreported	Calculated value	Calculated value
Total part-time undergraduate students (Carried forward from Part A)	Carried forward	Carried forward

Part B - Fall Enrollment by Age and Gender for Full-time Graduate Students [Required in odd numbered years; optional in even numbered years] [Applicable to institutions with graduate students only]

Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023.

Program reporters report students enrolled at any time between August 1 and October 31, 2023.

NOTE: These data are optional/required this year. [Note changes depending on even or odd year]

Age	Full-time Graduate Students	
	Men	Women
Under 18	Reported value	Reported value
18-19	Reported value	Reported value
20-21	Reported value	Reported value
22-24	Reported value	Reported value
25-29	Reported value	Reported value
30-34	Reported value	Reported value
35-39	Reported value	Reported value
40-49	Reported value	Reported value
50-64	Reported value	Reported value
65 and over	Reported value	Reported value
Age unknown/unreported	Calculated value	Calculated value
Total full-time graduate students (Carried forward from Part A)	Carried forward	Carried forward

Part B - Fall Enrollment by Age and Gender for Part-time Graduate Students [Required in odd numbered years; optional in even numbered years] [Applicable to institutions with graduate students only]

Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023.

Program reporters report students enrolled at any time between August 1 and October 31, 2023.

NOTE: These data are optional/required this year. [Note changes depending on even or odd year]

Age	Part-time Graduate Students	
	Men	Women
Under 18	Reported value	Reported value
18-19	Reported value	Reported value
20-21	Reported value	Reported value
22-24	Reported value	Reported value
25-29	Reported value	Reported value
30-34	Reported value	Reported value
35-39	Reported value	Reported value
40-49	Reported value	Reported value
50-64	Reported value	Reported value
65 and over	Reported value	Reported value
Age unknown/unreported	Calculated value	Calculated value
Total part-time graduate students (Carried forward from Part A)	Carried forward	Carried forward

Part C – Screening Question [Required in even numbered years; optional in odd numbered years]

Did any of your <u>first-time</u> <u>degree/certificate-seeking</u> <u>undergraduate</u> students (reported in Part A) enroll within 12 months of graduating high school or receiving their GED?

Radio button option	No, we do not have any first-time students who enrolled within 12 months of their high school graduation.
Radio button option	Yes, we have first-time students who enrolled within 12 months of their high school graduation.

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part C - Residence of First-time Undergraduates [Required in even numbered years; optional in odd numbered years]

Academic reporters report enrollment as of the institution's official fall reporting date or as of October 15, 2023. Program reporters report students enrolled at any time between August 1 and October 31, 2023.

Enter at least one zero, where applicable, to verify that the screen has not been skipped.

State of residence when student was first admitted	FIPS Code	Total first-time degree/certificate-seeking undergraduate (1)	Of students in column 1, those who enrolled within 12 months of high school graduation or receiving their GED (2)
Alabama	01	Reported value	Reported value
Alaska	02	Reported value	Reported value
Arizona	04	Reported value	Reported value
Arkansas	05	Reported value	Reported value
California	06	Reported value	Reported value
Colorado	08	Reported value	Reported value
Connecticut	09	Reported value	Reported value
Delaware	10	Reported value	Reported value
District of Columbia	11	Reported value	Reported value
Florida	12	Reported value	Reported value
Georgia	13	Reported value	Reported value
Hawaii	15	Reported value	Reported value
Idaho	16	Reported value	Reported value
Illinois	17	Reported value	Reported value
Indiana	18	Reported value	Reported value
Iowa	19	Reported value	Reported value
Kansas	20	Reported value	Reported value
Kentucky	21	Reported value	Reported value
Louisiana	22	Reported value	Reported value
Maine	23	Reported value	Reported value
Maryland	24	Reported value	Reported value
Massachusetts	25	Reported value	Reported value
Michigan	26	Reported value	Reported value
Minnesota	27	Reported value	Reported value
Mississippi	28	Reported value	Reported value
Missouri	29	Reported value	Reported value
Montana	30	Reported value	Reported value
Nebraska	31	Reported value	Reported value
Nevada	32	Reported value	Reported value
New Hampshire	33	Reported value	Reported value
New Jersey	34	Reported value	Reported value
New Mexico	35	Reported value	Reported value
New York	36	Reported value	Reported value
North Carolina	37	Reported value	Reported value
North Dakota	38	Reported value	Reported value
Ohio	39	Reported value	Reported value
Oklahoma	40	Reported value	Reported value
Oregon	41	Reported value	Reported value
Pennsylvania	42	Reported value	Reported value
Rhode Island	44	Reported value	Reported value
South Carolina	45	Reported value	Reported value
South Dakota	46	Reported value	Reported value

Tennessee	**47**	Reported value	Reported value
Texas	**48**	Reported value	Reported value
Utah	**49**	Reported value	Reported value
Vermont	**50**	Reported value	Reported value
Virginia	**51**	Reported value	Reported value
Washington	**53**	Reported value	Reported value
West Virginia	**54**	Reported value	Reported value
Wisconsin	**55**	Reported value	Reported value
Wyoming	**56**	Reported value	Reported value
<u>State Unknown</u>	**57**	Reported value	Reported value
American Samoa	**60**	Reported value	Reported value
Federated States of Micronesia	**64**	Reported value	Reported value
Guam	**66**	Reported value	Reported value
Marshall Islands	**68**	Reported value	Reported value
Northern Marianas	**69**	Reported value	Reported value
Palau	**70**	Reported value	Reported value
Puerto Rico	**72**	Reported value	Reported value
Virgin Islands	**78**	Reported value	Reported value
Foreign Countries	**90**	Reported value	Reported value
Residence unknown/unreported	**98**	Calculated value	Calculated value
Total first-time degree/certificate-seeking undergraduates (Carried forward from Part A)		Carried forward	Carried forward

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part D - Total Undergraduate Entering Class [Applicable to degree-granting institutions only]

Total Undergraduate Entering Class, Fall 2023

D1	Total full-time, first-time degree/certificate-seeking <u>undergraduates</u> from Part A (<u>GR cohort</u>)	Carried forward
D2	Total <u>first-time</u> degree/certificate-seeking undergraduates (full-time + part-time) from Part A	Carried forward
D3	Total <u>transfer-in (non-first-time entering)</u> degree/certificate-seeking undergraduates (full-time + part-time) from Part A	Carried forward
D4	Total <u>non-degree/non-certificate-seeking</u> undergraduates (full-time + part-time) from Part A	Carried forward
D5	Of the total non-degree/non-certificate-seeking undergraduates displayed on line D4, **the number that are new to the institution in Fall 2023**	Reported value
D6	Total <u>entering students</u> at the undergraduate level **Note**: This is calculated as first-time students (line D2) + students transferring to the institution (line D3) + non-degree/non-certificate-seeking undergraduates entering in Fall 2023 (line D5).	Calculated value
D7	Percentage of undergraduate entering class represented by your GR <u>cohort</u> (line D1/line D6)	Calculated value

Part E - First-time Bachelor's Cohort Retention Rates (Full-time) [Applicable to 4-year degree-granting institutions with bachelor's cohorts only]
<u>Retention Rates</u> - Full-time, First-time Bachelor's Cohort from Fall 2022

Academic reporters determine the cohort and retention as of the institution's official fall reporting date or as of October 15. Program reporters determine the cohort with enrollment any time between August 1 and October 31, 2022 and retention based on August 1, 2023.

The retention rate is calculated by the system after clicking "Save" on the screen. Exclusions are subtracted from and inclusions are added to the original cohort and the resulting adjusted cohort is used for calculating the retention rate.

Retention Data Reporting Reminders:
- Include only **full-time, first-time bachelor's** students in this cohort.
- Determine the full-time cohort using Fall 2022 status (e.g., if a student was full-time in Fall 2022, report them in the full-time cohort regardless of their Fall 2023 status).
- If there are no students to report in the cohort, enter zero. Do not leave the field blank.
- Report in the exclusions box (line E2a) the number of students from the cohort who left the institution for any of the following reasons: died or were totally and permanently disabled; to serve in the armed forces (including those called to active duty); to serve with a foreign aid service of the Federal Government (e.g., Peace Corps); or to serve on official church missions.
- Report in the inclusion box (line E2b) first-time bachelor's-seeking study abroad students who were excluded from the first-time cohort (line E1) but who have re-enrolled at the institution their second year.

FULL-TIME, FIRST-TIME BACHELOR'S COHORT RETENTION:				Prior year data (Fall 2021 cohort)	
E1	Full-time, first-time Fall 2022 bachelor's cohort	Reported value		Prior year value	
E2a	<u>Exclusions</u> from the Fall 2022 cohort	Reported value		Prior year value	
E2b	Inclusion to the Fall 2022 cohort	Reported value		Prior year value	
E3	**Adjusted** Fall 2022 cohort (line E1- E2a + E2b)	Calculated value		Prior year value	
E4	Students from Fall 2024 cohort **still enrolled** as of Fall 2023	Reported value		Prior year value	
E5	Full-time, first-time Fall 2022 bachelor's cohort retention rate (line E4 / line E3)	Calculated value	%	Prior year value	%

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part E - First-time Student Cohort Retention Rates (Full-time) [Applicable to 2-year degree-granting institutions and public non-degree-granting institutions]
Retention Rates - Full-time, First-time Degree/Certificate-Seeking Cohort from Fall 2022

Academic reporters determine the cohort and retention as of the institution's official fall reporting date or as of October 15. Program reporters determine the cohort with enrollment any time between August 1 and October 31, 2022 and retention based on August 1, 2023.

The retention rate is calculated by the system after clicking "Save" on the screen. Exclusions are subtracted from and inclusions are added to the original cohort and the resulting adjusted cohort is used for calculating the retention rate.

Retention Data Reporting Reminders:
- Include only **full-time, first-time degree/certificate-seeking** students in this cohort.
- Determine the full-time cohort using Fall 2022 status (e.g., if a student was full-time in Fall 2022, report them in the full-time cohort regardless of their Fall 2023 status).
- If there are no students to report in the cohort, enter zero. Do not leave the field blank.
- Report in the exclusions box (line E2a) the number of students from the cohort who left the institution for any of the following reasons: died or were totally and permanently disabled; to serve in the armed forces (including those called to active duty); to serve with a foreign aid service of the Federal Government (e.g., Peace Corps); or to serve on official church missions.
- Report in the inclusion box (line E2b) first-time bachelor's-seeking study abroad students who were excluded from the first-time cohort (line E1) but who have re-enrolled at the institution their second year.

FULL-TIME, FIRST-TIME COHORT RETENTION:				Prior year data (Fall 2021 cohort)	
E1	Full-time, first-time Fall 2022 degree/certificate-seeking cohort	Reported value		Prior year value	
E2a	Exclusions from the Fall 2022 cohort	Reported value		Prior year value	
E2b	Inclusions to the Fall 2022 cohort	Reported value		Prior year value	
E3	**Adjusted** Fall 2022 cohort (line E1- E2a + E2b)	Calculated value		Prior year value	
E4	Students from Fall 2022 cohort **still enrolled** + students from Fall 2022 cohort who **completed their** program as of Fall 2023	Reported value		Prior year value	
E5	Full-time, first-time Fall 2022 cohort retention rate (line E4 / line E3)	Calculated value	%	Prior year value	%

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part E - First-time Bachelor's Cohort Retention Rates (Part-time) [Applicable to 4-year degree-granting institutions with bachelor's cohorts]
Retention Rates - **Part-time, First-time Bachelor's Cohort from Fall 2022**

Academic reporters determine the cohort and retention as of the institution's official fall reporting date or as of October 15. Program reporters determine the cohort with enrollment any time between August 1 and October 31, 2022 and retention based on August 1, 2023.

The retention rate is calculated by the system after clicking "Save" on the screen. Exclusions are subtracted from and inclusions are added to the original cohort and the resulting adjusted cohort is used for calculating the retention rate.

Retention Data Reporting Reminders:
- Include only **part-time, first-time bachelor's** students in this cohort.
- Determine the full-time cohort using Fall 2022 status (e.g., if a student was full-time in Fall 2022, report them in the full-time cohort regardless of their Fall 2023 status).
- If there are no students to report in the cohort, enter zero. Do not leave the field blank.
- Report in the exclusions box (line E2a) the number of students from the cohort who left the institution for any of the following reasons: died or were totally and permanently disabled; to serve in the armed forces (including those called to active duty); to serve with a foreign aid service of the Federal Government (e.g., Peace Corps); or to serve on official church missions.
- Report in the inclusion box (line E2b) first-time bachelor's-seeking study abroad students who were excluded from the first-time cohort (line E1) but who have re-enrolled at the institution their second year.

PART-TIME, FIRST-TIME BACHELOR'S COHORT RETENTION:			Prior year data (Fall 2021 cohort)	
E6	Part-time, first-time Fall 2022 bachelor's cohort	Reported value		Prior year value	
E7a	Exclusions from the Fall 2022 cohort	Reported value		Prior year value	
E7b	Inclusion to the Fall 2022 cohort	Reported value		Prior year value	
E8	**Adjusted** Fall 2022 cohort (line E6 – E7a + E7b)	Calculated value		Prior year value	
E9	Students from Fall 2022 cohort **still enrolled** as of Fall 2023	Reported value		Prior year value	
E10	Part-time, first-time Fall 2022 bachelor's cohort retention rate (line E4 / line E3)	Calculated value	%	Prior year value	%

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part E - First-time Student Cohort Retention Rates (Full-time) [Applicable to 2-year degree-granting institutions and public non-degree-granting institutions]
Retention Rates - Full-time, First-time Degree/Certificate-Seeking Cohort from Fall 2022

Academic reporters determine the cohort and retention as of the institution's official fall reporting date or as of October 15. Program reporters determine the cohort with enrollment any time between August 1 and October 31, 2022 and retention based on August 1, 2023.

The retention rate is calculated by the system after clicking "Save" on the screen. Exclusions are subtracted from and inclusions are added to the original cohort and the resulting adjusted cohort is used for calculating the retention rate.

Retention Data Reporting Reminders:
- Include only **full-time, first-time degree/certificate-seeking** students in this cohort.
- Determine the full-time cohort using Fall 2022 status (e.g., if a student was full-time in Fall 2022, report them in the full-time cohort regardless of their Fall 2023 status).
- If there are no students to report in the cohort, enter zero. Do not leave the field blank.
- Report in the exclusions box (line E2a) the number of students from the cohort who left the institution for any of the following reasons: died or were totally and permanently disabled; to serve in the armed forces (including those called to active duty); to serve with a foreign aid service of the Federal Government (e.g., Peace Corps); or to serve on official church missions.
- Report in the inclusion box (line E2b) first-time bachelor's-seeking study abroad students who were excluded from the first-time cohort (line E1) but who have re-enrolled at the institution their second year.

PART-TIME, FIRST-TIME COHORT RETENTION:				Prior year data (Fall 2021 cohort)	
E6	Part-time, first-time Fall 2022 degree/certificate-seeking cohort	Reported value		Prior year value	
E7a	Exclusions from the Fall 2022 cohort	Reported value		Prior year value	
E7b	Inclusions to the Fall 2022 cohort	Reported value		Prior year value	
E8	**Adjusted** Fall 2022 cohort (line E6- E7a + E7b)	Calculated value		Prior year value	
E9	Students from Fall 2022 cohort **still enrolled** + students from Fall 2022 cohort who **completed their** program as of Fall 2023	Reported value		Prior year value	
E10	Full-time, first-time Fall 2022 cohort retention rate (line E9 / line E8)	Calculated value	%	Prior year value	%

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part F - Student-to-Faculty Ratio
Student-to-Faculty Ratio

Please provide your institution's student-to-faculty ratio (i.e., student-to-instructional staff) for undergraduate programs for Fall 2023. The student-to-faculty ratio and any accompanying context that is provided will be displayed on College Navigator.

~~Note: Logic in this item is similar to item I-2 from the Common Data Set data collection.~~

Click here to use a worksheet to help you determine the student-to-faculty ratio

Student-to-faculty ratio	Reported value	to 1
Student-to-faculty ratio prior year	Prior year value	to 1

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part F - Four-Year Institutions with Graduate Programs Student-to-Faculty Ratio Worksheet [Applicable to 4-year institutions with graduate programs]
To reduce administrative burden, this worksheet is optional but is provided to help you determine your institution's student-to-faculty ratio.

Data entered on this worksheet will NOT be collected or saved. Therefore, please PRINT and SAVE this worksheet if you would like to refer to the ratio calculation for your institution at a later time.

The term "stand-alone graduate or professional program" used below is defined as a graduate or professional practice program such as medicine, law, veterinary, dentistry, social work, or public health, in which faculty teach virtually only graduate-level students (often referred to as "independent" programs).

Note: The logic used for this calculation is similar to item I-2 from the Common Data Set data collection.

	Students, Fall 2023	
FULL-TIME STUDENTS:		
F1	Total full-time students from Part A	Carried forward
Full-time Student Exclusion (Line F2):		
F2	Of the full-time students reported in Line F1, the number enrolled in stand-alone graduate or professional programs	Reported value
F3	Total adjusted full-time student count (Line F1 – F2)	Calculated value
PART-TIME STUDENTS:		
F4	Total part-time students from Part A	Carried forward
Part-time Student Exclusion (Line F5):		
F5	Of the part-time students reported in Line F4, the number enrolled in stand-alone graduate or professional programs	Reported value
F6	Total adjusted part-time student count (Line F4 - F5)	Calculated value
F7	Full-time equivalent of adjusted part-time student count (Line F6 * 1/3)	Calculated value
F8	Total adjusted full-time equivalent students (Line F3 + F7)	Calculated value
	Instructional Staff, Fall 2023	
FULL-TIME INSTRUCTIONAL STAFF:		
	Number of full-time instructional staff (non-medical) as reported on the HR survey component	Reported value
Full-time Instructional Staff Exclusions (Line F10A and 10B):		
(Note: an individual instructor meeting both exclusion criteria should only be reported in ONE exclusion line item.)		
F10 A	Of the full-time instructional staff reported in Line F9, the number teaching exclusively in stand-alone graduate or professional programs	Reported value
F10B	Of the full-time instructional staff reported in Line F9, the number teaching exclusively **non-credit** courses	Reported value
F11	Total adjusted full-time instructional staff (Line F9 - (F10A + F10B))	Calculated value
PART-TIME INSTRUCTIONAL STAFF:		
F12	Number of part-time instructional staff (non-medical) as reported on the HR survey component	Reported value
Part-time Instructional Staff Exclusions (Line F13A and 13B):		
(Note: an individual instructor meeting both exclusion criteria should only be reported in ONE exclusion line item.)		
F13 A	Of the part-time instructional staff reported in Line F12, the number teaching exclusively in stand-alone graduate or professional programs	Reported value
F13B	Of the part-time instructional staff reported in Line F12, the number teaching exclusively **non-credit** courses	Reported value
Part-time Instructional Staff Addition (Line F14):		
F14	Number of administrators, or other staff NOT reported to IPEDS as instructors, that are teaching a credit course(s) in the Fall	Reported value
F15	Total adjusted part-time instructional staff (Line F12 - (F13A + F13B) + F14)	Calculated value
F16	Full-time equivalent of adjusted part-time instructional staff (Line F15 * 1/3)	Calculated value
F17	Total full-time equivalent of adjusted instructional staff (Line F11 + F16)	Calculated value
F18	Student-to-faculty ratio (Line F8/F17)	Calculated value to 1

Part F - Four-Year Institutions with Graduate Programs Student-to-Faculty Ratio Worksheet [Applicable to degree-granting institutions without graduate programs and all non-degree-granting institutions]

To reduce administrative burden, this worksheet is optional but is provided to help you determine your institution's student-to-faculty ratio.

Data entered on this worksheet will NOT be collected or saved. Therefore, please PRINT and SAVE this worksheet if you would like to refer to the ratio calculation for your institution at a later time.

The term "stand-alone graduate or professional program" used below is defined as a graduate or professional practice program such as medicine, law, veterinary, dentistry, social work, or public health, in which faculty teach virtually only graduate-level students (often referred to as "independent" programs).

~~**Note: The logic used for this calculation is similar to item I-2 from the Common Data Set data collection.**~~

	Students, **Fall 2023**	
F1	Total full-time students from Part A	Carried forward
F2	Total part-time students from Part A	Carried forward
F3	Full-time equivalent of part-time students (Line F2 * 1/3)	Calculated value
F4	Total full-time equivalent students (Line F1 + F3)	Calculated value
	Instructional Staff, **Fall 2023**	
FULL-TIME INSTRUCTIONAL STAFF:		
F5	Number of full-time instructional staff as reported on the HR survey component	Reported value
Full-Time Instructional Staff Exclusion (Line F6):		
F6	**Full-Time Instructional Staff Exclusion:** Of the number of full-time instructional staff reported in Line F5, the number teaching exclusively non-credit courses	Reported value
F7	Total adjusted full-time instructional staff (Line F5 - F6)	Calculated value
PART-TIME INSTRUCTIONAL STAFF:		
F9	Of the number of part-time instructional staff reported in Line F8, the number teaching exclusively **non-credit** courses	Reported value
Part-time Instructional Staff Addition (Line F10):		
F10	Number of administrators, or other staff **NOT** reported to IPEDS as instructors, that are teaching a credit course(s) in the Fall	Reported value
F11	Total adjusted part-time instructional staff (Line F8 – F9 + F10)	Calculated value
F12	Full-time equivalent of adjusted part-time instructional staff (Line F11 * 1/3)	Calculated value
F13	Total full-time equivalent of adjusted instructional staff (Line F7 + F12)	Calculated value
F14	Student-to-faculty ratio (Line F4/F13)	Calculated value to 1

Fall Enrollment Instructions 2023-24 through 2024-25 Data Collections

Purpose of Survey

The purpose of the Fall Enrollment component of IPEDS is to collect enrollment data on all students enrolled for credit in courses/programs that could lead to awards ranging from postsecondary certificates of less than 1 year to doctoral degrees. Fall enrollment data are collected by level of student, attendance status, race/ethnicity, and gender. In addition, the Fall Enrollment component collects data on the institution's undergraduate entering class, first-time students' fall-to-fall retention rates, and the student-to-faculty ratio. Every other year data on enrollment by nine selected fields of study are collected, as is residency of first-time degree/certificate-seeking undergraduate students. In opposite years, enrollment by student age is collected.

Data reporting reminders:

- Report data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior year reporting.
- Part B, Enrollment of students by age, is optional this year. [Reminder in even years]
- Part B, Enrollment of students by age, is required this year. [Reminder in odd years]
- Part C, Residence of first-time degree/certificate-seeking undergraduates, is required this year. [Reminder in even years]
- Part C, Residence of first-time degree/certificate-seeking undergraduates, is optional this year. [Reminder in odd years]
- For reporting students studying in consortium agreements, please refer to the Resource page at https://nces.ed.gov/ipeds/report-your-data/data-tip-sheet-reporting-data-consortium-institutions.

Changes in reporting

The following changes were implemented for the 2023-24 data collection period:

- Rephrased "remedial education" terminology in survey materials to "developmental education," including Glossary terms
- Rephrased "dual enrolled students" terminology in survey materials to "high school students enrolled in college courses for credit"
- Revised survey materials related to Gender Unknown or Another Gender enrollment reporting in Part A, including non-reporting for small cell size
- Revised Part E Instructions to clarify that bachelor's degree completers by their second fall term among the first-time bachelor's degree-seeking student cohort should be considered retained [Applicable to 4-year degree granting institutions]
- Added FAQ regarding including incarcerated students in for-credit enrollment reporting
- Added FAQ regarding determining students' full- and part-time status
- Revised FAQ regarding enrollment reporting for degree-seeking students who were previously enrolled as non-degree-seeking
- Revised FAQ with an additional note about verification of F-1 visa status for undocumented and DACA students
- Removed reference to Common Data Set methodology in survey materials regarding student-to-faculty ratio
- Revised FAQ regarding experimental site participants

General Instructions

Reporting Period Covered

For institutions operating on a traditional academic year calendar (semester, trimester, quarter, or 4-1-4), fall enrollment should be reported as of the institution's official fall reporting date or October 15.

For institutions operating on an "other academic calendar," a calendar that differs by program, or enrolls students on a continuous basis (referred to as program reporters), fall enrollment is reported for students enrolled any time during the period August 1 and October 31.

Context Boxes
Context boxes are provided to allow institutions to provide more information regarding survey component items. Note that some context boxes are posted on the College Navigator Website, which is the college search tool offered by NCES. NCES will review entries in these context boxes for applicability and appropriateness before posting them on the College Navigator Website; institutions should check grammar and spelling of their entries.

Coverage

Who to Include
Include all students enrolled for credit (enrolled in instructional activity, courses or programs, that can be applied towards the requirements for a postsecondary degree, diploma, certificate, or other recognized postsecondary credential), regardless of whether or not they are seeking a degree or certificate. This includes:
- Students enrolled for credit in off-campus centers
- High school students taking ~~regular~~ college courses for credit
- Students taking developmental courses if the student is degree-seeking for the purpose of student financial aid determination
- Students from overseas enrolled for credit at your institution (e.g., online students)
- Students who are incarcerated (e.g., postsecondary prison education program)
- Graduate students enrolled for thesis credits, even when zero credits are awarded, as these students are still enrolled and seeking their degree
- Graduate students enrolled for credit while not seeking a degree or certificate. [If applicable]

Who to Exclude
Exclude students who are not enrolled for credit. For example, exclude:
- Students enrolled exclusively in courses that cannot be applied towards a recognized postsecondary credential
- Students enrolled only in ESL programs (programs comprised exclusively of ESL courses)
- Students enrolled exclusively in Continuing Education Units (CEUs)
- Students exclusively auditing classes
- Residents or interns in doctor's - professional practice programs, since they have already received their doctor's degree [If applicable]

In addition, the following students should be excluded:
- Any student studying abroad (e.g., at a foreign university) if their enrollment at the 'home' institution serves as an administrative record
- Students enrolled in any branch campus located in a foreign country
- ~~Students in Experimental Pell Programs~~

Where to Get Help with Reporting

IPEDS Help Desk
Phone: (877) 225-2568
E-mail: ipedshelp@rti.org

Web Tutorials
You can consult the IPEDS Website's Trainings & Outreach page which contains several tutorials on IPEDS data collection, a self-paced overview of IPEDS tools, and other valuable resources.

IPEDS Resource Page
The IPEDS Website's Reporting Tools page contains frequently asked questions, a link to data tip sheets, tutorials, taxonomies, information centers (e.g., academic libraries, average net price, human resources, race/ethnicity, etc.), and other valuable information.

Where the Reported Data Will Appear
Data collected through IPEDS will be accessible at the institution and aggregate levels.
At the institution-level, data will appear in the:
- College Navigator Website
- IPEDS Use the Data portal
- IPEDS Data Feedback Reports
- College Affordability and Transparency Center Website

At the aggregate-level, data will appear in:
- IPEDS Data Explorer
- IPEDS Data Feedback Reports
- The Digest of Education Statistics
- The Condition of Education

Reporting Directions
Screening Questions
Before entering any data, screening questions will need to be answered.

Part B Selection [Applicable in even years]
Part C (Enrollment of Students by Age) is optional this year. Indicate whether or not you will complete Part C of the Fall Enrollment survey component this year.

Part C Selection [Applicable in odd years]
Part C (Enrollment of Students by Residence) is optional this year. Indicate whether or not you will complete Part C of the Fall Enrollment survey component this year.

Reporting Persons by Racial/Ethnic Category (1997 OMB)

This information is being collected in compliance with Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972 and Sec. 421(a)(1) of the Carl D. Perkins Vocational Education Act. These instructions correspond with the Final Guidance on Maintaining, Collecting, and Reporting Racial and Ethnic Data to the U.S. Department of Education, published in the Federal Register on October 19, 2007.

Method of collection - Institutions must collect race and ethnicity information using a 2-question format. The first question is whether the respondent is Hispanic/Latino. The second question is whether the respondent is from one or more races from the following list: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, and White. Institutions should allow students and staff to self-identify their race and ethnicity. For further details on the guidance for collecting these data, please see the full Federal Register notice.

Method of reporting aggregate data - Institutions must report aggregate data to the U.S. Department of Education using the NINE categories below. Racial/ethnic designations are requested only for United States citizens, residents, and other eligible non-citizens. Eligible noncitizens includes all students who completed high school or a GED equivalency within the United States (including DACA and undocumented students) and who were not on an F-1 non-immigrant student visa at the time of high school graduation. More information about other eligible (for financial aid purposes) non-citizens is available at https://studentaid.gov/understand-aid/eligibility/requirements/non-us-citizens.

- Hispanic or Latino, regardless of race

For Non-Hispanic/Latino individuals:
- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Two or more races

In addition, the following categories may be used:
- U.S. Nonresident
- Race and ethnicity unknown

Racial/ethnic descriptions - Racial/ethnic designations as used in this survey do not denote scientific definitions of anthropological origins. The categories are:
- Hispanic or Latino- A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- American Indian or Alaska Native- A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.
- Asian- A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black or African American- A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander- A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Other descriptive categories
- **U.S. Nonresident** - A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely. Do not include DACA, undocumented, or other eligible noncitizens in this category. NOTE - U.S. Nonresidents are to be reported separately, in the boxes provided, rather than included in any of the seven racial/ethnic categories.
- **Race and ethnicity unknown** - This category is used only if the person did not select EITHER a racial or ethnic designation.

Part A: Full-Time Undergraduate Students by Race/Ethnicity and Gender
On this screen, include all students enrolled for credit, full-time at the undergraduate level. The undergraduate level includes students enrolled in undergraduate level courses, in 4 or 5-year bachelor's degree programs [if applicable], associate's degree programs [if applicable], or any certificate programs below the baccalaureate level. Students who have already earned a bachelor's degree but are taking undergraduate courses for credit should be included as undergraduates.

Full-time, first-time degree/certificate-seeking undergraduate students
In column 1, report undergraduate students who have **no prior postsecondary experience** and have enrolled **full-time** with the **intent to earn a degree**, certificate, or other recognized postsecondary credential. The following are also considered first-time:
- Students enrolled in the fall term who attended college for the first time in the prior summer session (applicable to academic reporters only)
- Students who entered with advanced standing (any college credits or recognized postsecondary credential earned before graduation from high school)

In order to be considered degree or certificate-seeking, the student must be enrolled in courses for credit and be recognized by the institution as seeking a degree or other recognized postsecondary credential. **Note**: All students eligible to receive federal student financial aid are to be considered degree/certificate-seeking. Dual enrolled high school students are not degree/certificate-seeking students.

Program Reporters: Include first-time students who entered your institution between August 1, 2023 and October 31, 2023.

Academic Reporters: Student counts reported in column 1 define the initial cohort for reporting graduation rates in the IPEDS Graduation Rates (GR) component to meet Student Right-to-Know reporting requirements. Students reported in this group will become your GR cohort in the reporting year appropriate for your institution. The number of students reported in column 1 will also appear in Part D to be used in determining the percentage of the undergraduate entering class represented by the cohort [if applicable].

Full-time, transfer-in (non-first-time entering) degree/certificate-seeking undergraduate students [Applicable to degree-granting institutions]
In column 2, report the total number of full-time degree/certificate-seeking undergraduate students entering the reporting institution for the first time but known to have previously attended a postsecondary institution at the undergraduate level. Include students enrolled in the fall term who transferred into the institution the prior summer session. These students may or may not have transferred credit(s).

Program Reporters: Include students who transferred into your institution between August 1, 2023 and October 31, 2023

Academic Reporters: Include students who transferred into your institution as of the institution's official fall reporting date or October 15, 2023 and those who transferred in the prior summer session.

Full-time, continuing degree/certificate-seeking undergraduate students [Applicable to degree-granting institutions]
In column 3, report the total number of continuing (i.e., not first-time and not transfer-in) full-time degree/certificate-seeking undergraduate students. These are students who are not new to the institution in the fall, but instead are continuing their studies at the institution.

Full-time, non-degree/non-certificate-seeking full-time undergraduates
In column 5, report the total number of full-time non-degree/non-certificate-seeking undergraduates. These students are enrolled for credit but not with the intent of earning a degree or other recognized postsecondary credential.

Note: High school students enrolled in creditable courses prior to high school graduation are considered non-degree/non-certificate-seeking students.

Once you save the data by clicking the 'Verify and Save' button, the 'Total full-time degree/certificate-seeking undergraduates' (column 4) and 'Total, full-time undergraduate students' (column 6) will be calculated by the system and display on the survey screen.

Full-time, non-degree/non-certificate-seeking full-time undergraduates [Applicable to degree-granting institutions]
In column 5, report the total number of full-time non-degree/non-certificate-seeking undergraduates. These students are enrolled for credit but not with the intent of earning a degree or other recognized postsecondary credential. Note: High school students enrolled in creditable courses prior to high school graduation are considered non-degree/non-certificate-seeking students.

Once you save the data by clicking the 'Verify and Save' button, the 'Total full-time degree/certificate-seeking undergraduates' (column 4) and 'Total, full-time undergraduate students' (column 6) will be calculated by the system and display on the survey screen.

Full-time, Other certificate-seeking undergraduate students [Applicable to public non-degree-granting institutions]
In column 2, report the total number of all other (i.e. not first-time) full-time certificate-seeking undergraduate students. This includes:
* transfer-in (non-first-time entering) certificate-seeking students
* continuing certificate-seeking students (i.e. students not new to the institution in the fall, but instead are continuing in their courses/program at the institution)

Full-time, Non-certificate-seeking undergraduate students [Applicable to public non-degree-granting institutions]
In column 3, report the total number of full-time non-certificate-seeking undergraduates. These students are enrolled for credit but not with the intention of earning a certificate or recognized postsecondary credential. **Note**: High school students enrolled in creditable courses prior to high school graduation are considered non-certificate-seeking students.

Once you save the data by clicking the 'Verify and Save' button, the 'Total full-time undergraduates' (column 4) will be calculated by the system and display on the survey screen.

All other full-time undergraduate students [Applicable to private non-degree-granting institutions]
In column 2, report the total number of all other (i.e. not first-time) full-time undergraduate students enrolled for credit. This includes:
* students transferring-in to your institution
* continuing certificate-seeking students (i.e. students not new to the institution in the fall, but instead are continuing in their courses/program at the institution)
* non-certificate-seeking students (i.e. students enrolled for credit, but not intending to earn a certificate or recognized postsecondary credential or high school students with dual enrollment)

Once you save the data by clicking the 'Verify and Save' button, the 'Total full-time undergraduates' (column 3) will be calculated by the system and display on the survey screen.

Part A: Part-time Undergraduate Students
Report part-time students using the same definitions and instructions provided for full-time undergraduate students.

Part A: Graduate Students by Race/Ethnicity and Gender [if applicable]
Report all students enrolled for credit at the graduate level as either full-time (column 1) or part-time (column 2). Include graduate students enrolled for thesis credits, even when zero credits are awarded, as these students are still enrolled and seeking their degree.

Graduate Student Reporting Reminder: Institutions are required to report using the postbaccalaureate classifications. Report all postbaccalaureate degree and certificate students as graduate students, including doctor's - professional practice students (formerly first-professional).

Part A: Fall Enrollment – Gender Unknown or another gender than Provided Categories
For both undergraduate and graduate students [as applicable], report how many students you had to allocate to a binary gender category (Men/Women) because their gender was unknown or another gender than the provided categories (Men/Women). If your institution does not collect data on another gender, cannot currently report 'Another gender' please select 'No, my institution does not collect data on another gender'' to the question and leave the cells in the 'Another gender' row blank (do not input 0s). If you institution collects data on another gender, but some cells will have a value of less than 5 students, please select 'No, some cells will have a value of less than 5 students,' do not report the data and leave the cells in the rows for 'Another gender' blank. If you indicate 'Yes', but no students identified as another gender, please enter '0' in the appropriate row(s).

Part A: Enrollment by Selected Fields of Study [Applicable to 4-year degree-granting institutions only]
Report students in the selected fields using the same definitions and instructions provided for Part A: Enrollment by Race/Ethnicity screens.

Students at your institution that have not declared a major field of study or their major field of study is not one of the selected fields should be reported on Part A Enrollment by Race/Ethnicity. The enrollment reporting by the selected fields of study is most likely only a subset of the total students enrolled in your institution.

Note: Enrollment by Selected Fields of Study is not an unduplicated count. Thus, students that declared more than one selected major field of study may be reported as enrolled in more than one field of study.

Part A: Enrollment by Distance Education Status

On this screen, report all students reported on previous Part A screens who are:
- Enrolled exclusively in distance education courses offered at your institution: Students who are enrolled only in courses that are considered distance education courses at your institution.
- Enrolled in at least one but not all distance education courses offered at your institution: Students who are enrolled in at least one course that is considered a distance education course, but are not enrolled exclusively in distance education courses.

Note:
- Requirements for coming to campus for orientation, testing, or academic support services do not exclude a course from being classified as exclusively distance education. Similarly, if a student is taking instructional portions of their program entirely online, but are then required to complete a practicum, residency, or internship, the student can still be considered enrolled in entirely distance education courses.
- If a student is enrolled at the home institution but takes distance education courses from a consortium member institution, distance education enrollment should be reported at the consortium member institution, not the home institution. If a student is taking distance education courses at BOTH the home institution and a consortium member institution, the student should be reported as enrolled in distance education courses at BOTH institutions.

[Applicable to degree-granting institutions] **Not enrolled in any distance education courses offered at your institution**: This number represents the students who are not enrolled in any distance education courses at your institution. It will be calculated by subtracting the (students enrolled exclusively in distance education + students enrolled in some but not all distance education courses) from the total enrolled students from Part A, which is the totals for degree/certificate-seeking undergraduate (first-time + transfer-in (non-first-time entering) + continuing), non-degree/non-certificate-seeking undergraduate and graduate students [as applicable].

[Applicable to public non-degree-granting institutions] **Not enrolled in any distance education courses offered at your institution**: This number represents the students who are not enrolled in any distance education courses at your institution. It will be calculated by subtracting the (students enrolled exclusively in distance education + students enrolled in some but not all distance education courses) from the total enrolled students from Part A, which is the totals for degree/certificate-seeking undergraduates and non-degree/non-certificate-seeking undergraduates.

[Applicable to private non-degree-granting institutions] **Not enrolled in any distance education courses offered at your institution**: This number represents the students who are not enrolled in any distance education courses at your institution. It will be calculated by subtracting the (students enrolled exclusively in distance education + students enrolled in some but not all distance education courses) from the total enrolled students from Part A, which is the total undergraduates.

Location of students enrolled exclusively in distance education courses

If there are students reported as enrolled exclusively in distance education courses, further data on the location of these distance education students will need to be reported. Report, by student level and undergraduate degree/certificate-seeking status, the number of exclusively distance education students that are located in the same state/jurisdiction as the institution, in a different state/jurisdiction than the institution, in the U.S. but the state/jurisdiction is unknown, and residing outside the U.S. Location for those students enrolled exclusively in distance education should be their physical location or current address, as of the institution's Fall reporting date. If this is not available, use the address on file for the student. For students enlisted in the military on active duty, use the permanent address instead of the student's physical location or current address.

The total students exclusively enrolled in distance education courses will be carried forward from earlier on the screen. If the total students reported by location does not equal the total enrolled exclusively in distance education from above, the "Location unknown/unreported" is calculated.

Part B: Fall Enrollment by Age and Gender

Part B is mandatory this year. This part is required in odd-numbered years. This distribution of students should include all students reported in Part A. [Odd-years note]
Part B is optional this year. This part is optional in even-numbered years. This distribution of students should include all students reported in Part A. [Even-years note]

Enrollment by Age
Use institutional records to calculate student age.
Academic reporters: report student age as of the institution's official fall reporting date or as of October 15, 2023.
Program reporters: report student age as of August 1, 2023.

The totals by gender for each attendance status (full- or part-time) and student level (undergraduate or graduate) will be carried forward from the corresponding Part A screens. When the Part B and Part A totals do not agree, the "Age unknown/unreported" is calculated.

Note: If the Part B student count total is larger than the total carried forward from Part A (resulting in a negative value), a fatal error results. In this case, reexamine both the age data and comparable portion of Part A to identify the error and make appropriate corrections.

Part C: Residence of First-time Degree/Certificate-Seeking Undergraduate Students

Part C is optional this year. This part is required in even-numbered years only. [Odd-years note]
Part C is required this year. This part is required in even-numbered years only. [Even-years note]

This distribution of students should include all **first-time degree/certificate-seeking** undergraduate students (both full- and part-time) reported in Part A.
Recent High School Graduates Screening Question
Part C begins with a screening question to determine whether or not your institution has first-time degree/certificate-seeking undergraduate students who enrolled within 12 months of graduating high school or receiving their GED. If the answer is 'No', then only one column for all first-time degree/certificate- seeking undergraduates will display in Part C. If the answer is 'Yes', then 2 columns will be reported in Part C, one for all first-time degree/certificate- seeking undergraduates and one for those first-time degree/certificate-seeking undergraduates enrolled within 12 months of graduating high school or receiving their GED.

State of residence

Use the state identified by the student as his/her permanent address at the time of application to the institution. This may be the legal residence of a parent or guardian, or the state in which a student has a driver's license or is registered to vote. It is not necessarily the state in which the student's high school is located.

Residence of first-time degree/certificate-seeking undergraduate students
In column (1), report all first-time degree/certificate-seeking undergraduate students, both full-time and part-time, by state of residence. The total line for column (1) will be carried forward from the total first-time degree/certificate-seeking undergraduate students reported in Part A. If the sum of the students reported by state of residence in column (1), lines 1-90, does not agree with the total first-time degree/certificate-seeking undergraduates from Part A, the "Residence unknown/unreported" (line 98) will be calculated.

Note: When the sum of students by state of residence is larger than the total carried forward from Part A (resulting in a negative value calculated for the "Residence unknown/unreported" line), a fatal error results. In this case, reexamine both the residence data and comparable section of Part A to identify the error and make appropriate corrections.

If your institution responded 'Yes' to the screening question, the subset of students from column (1) who enrolled within 12 months of graduating high school or receiving their GED are to be reported again by their state of residence in column (2).

Part D: Total Undergraduate Entering Class [Applicable to degree-granting institutions only]
Program reporters and non-degree-granting institutions do not complete Part D.

Total entering class data are included to address concerns some institutions have raised about the cohort that is defined by the IPEDS Graduation Rates (GR) component. The GR cohort includes only full-time, first-time degree/certificate-seeking undergraduate students. For institutions with substantial part-time, transfer-in (non-first-time entering), and non-degree/non-certificate-seeking enrollment, this may result in graduation rates that are not representative of their typical entering class.

The total undergraduate entering class is comprised of all first-time undergraduates (full-time and part-time), all transfer-in (non-first-time entering) undergraduates (full-time and part-time) and the subset of non-degree/non-certificate-seeking undergraduates who are new to the institution in the Fall. To reach the total entering class total, Part D follows a line-by-line step process.

Lines D1 - D4 are carried forward from Part A reporting.
In Line D5, report the subset of non-degree/non-certificate-seeking undergraduate students displayed on line D4, who are new to the institution in Fall 2023.

Line D6 will calculate the total undergraduate entering students. This is calculated as all first-time students (line D2) + all transfer-in (non-first-time entering) students (line D3) + non-degree/non-certificate-seeking undergraduate students new to the institution in Fall 2025 (line D5).
After clicking 'Save', **Line D7** will display the percentage of the undergraduate entering class that is represented by the current GR cohort (the GR cohort is carried forward from Part A and displayed in Line D1). The percentage is calculated as line D1/D6.

Part E: Retention Rates for First-Time Bachelor's Degree Seeking Student Cohort [Applicable to 4-year degree granting institutions]
Retention rates examine the percentage of **first-time bachelor's degree (or equivalent) seeking students** enrolled in the fall of the prior year that are still enrolled in the fall of the current year or have completed their bachelor's program in that time.

On each retention screen (full-time cohort and part-time cohort screens) institutions must report:
- First-time bachelor's degree (or equivalent) seeking Fall 2022 cohort.

  Academic reporters: determine the cohort using the institution's official fall reporting date or as of October 15, 2022.
  Program reporters: determine the cohort based on students who were enrolled in the institution at any time between August 1 and October 31, 2022.

  Note: The retention cohorts are the subset of first-time degree/certificate-seeking students reported in Part A of the prior year Fall Enrollment survey that are bachelor's degree (or equivalent) seeking. Attendance status (full- or part-time) should be based on the student's Fall 2022 status.

- Exclusions from the cohorts (see below for allowable exclusions)
- Inclusion to the Fall 2022 cohort. Report on this line first-time bachelor's seeking study abroad students who were excluded from the first-time cohort but who have re-enrolled at the institution their second year.
- Total number of students retained from the Fall 2022 cohort. Include students who were reported as first-time but who are studying abroad Fall 2023.
  Total students retained = students from the Fall 2022 cohort who are still enrolled as of Fall 2023 + students from the Fall 2022 cohort who completed their bachelor's program as of Fall 2023.

  Academic reporters: Report students retained as of the institution's official fall reporting date or as of October 15, 2023.
  Program reporters: Report students retained as of August 1, 2023.

  Exclusions:
  Institutions may report cohort exclusions. Allowable exclusions are students who left the institution for any of the following reasons:
  - Died or were totally and permanently disabled
  - To serve in the armed forces (including those called to active duty)
  - To serve with a foreign aid service of the Federal Government (e.g., Peace Corps) To serve on official church missions

  The system will compute an **adjusted** cohort by subtracting the student exclusions from the original cohort prior to calculating the retention rate.

  Retention rates will be computed by the system after clicking 'Save.' The retention rate is calculated as:
  (Students from the Fall 2022 cohort still enrolled as of Fall 2023 + students from the Fall 2022 cohort who completed their bachelor's program as of Fall 2023/Adjusted Fall 2022 cohort)*100

Note: The number of first-time bachelor's degree (or equivalent) seeking students who attain a bachelor's degree (or equivalent) by their second fall term is expected to be zero or very small. In exceptional cases when a first-time student does satisfy all degree requirements including full credit completion (e.g., typically 120 credit hours) and is awarded a bachelor's degree (or equivalent) by their second fall term, they are to be considered "retained" for EF reporting purposes.

Part E: Retention Rates for the First-Time Degree/Certificate-Seeking Student Cohort [Applicable to 2-year degree granting institutions]

Retention rates examine the percentage of first-time degree/certificate seeking students enrolled in the fall of the prior year that are either still enrolled in the fall of the current year or have completed their program in that time.

The retention cohorts, full-time and part-time, first-time degree/certificate-seeking undergraduates from Fall 2022, are preloaded from Part A of the prior year Fall Enrollment survey component.

On each retention screen (full-time cohort and part-time cohort screens), institutions must: Verify the preloaded Fall 2022 cohort.
- Attendance status (full- or part-time) should be based on the student's Fall 2022 attendance status.
- Report any exclusions for the cohort (see below for allowable exclusions).
- Report any inclusions of first-time study abroad students who were excluded from the first-time cohort but who have re-enrolled at the institution their second year.
- Report the total number of students retained from the Fall 2022 cohort. Include students who were reported as first-time but who are studying abroad in Fall 2023.

    Total students retained = students from Fall 2022 cohort still enrolled as of Fall 2023 + students from Fall 2022 cohort who completed their program as of Fall 2023.

    Academic reporters: Report students retained as of the institution's official fall reporting date or as of October 15, 2023.
    Program reporters: Report students retained as of August 1, 2023.

    Exclusions:
    Institutions may report exclusions for the Fall 2022 cohort. Allowable exclusions are students who left the institution for any of the following reasons:
    - Died or were totally and permanently disabled
    - To serve in the armed forces (including those called to active duty)
    - To serve with a foreign aid service of the Federal Government (e.g., Peace Corps) To serve on official church missions

    The system will compute an **adjusted** cohort by subtracting the student exclusions from the original cohort prior to calculating the retention rate. Retention rates will be computed by the system after clicking 'Save.' The retention rate is calculated as:

    (Students from Fall 2022 cohort still enrolled + Students from Fall 2022 cohort who completed their program as of Fall 2023/Adjusted Fall 2022 cohort)*100.

Part E: Retention Rates for the First-Time Degree/Certificate-Seeking Student Cohort [Applicable to non-degree granting institutions]
Retention rates examine the percentage of first-time degree/certificate seeking students enrolled in the fall of the prior year that are either still enrolled in the fall of the current year or have completed their program in that time.

The retention cohorts, full-time and part-time, first-time degree/certificate-seeking undergraduates from Fall 2024, are preloaded from Part A of the prior year Fall Enrollment survey component.

On each retention screen (full-time cohort and part-time cohort screens), institutions must:
- Verify the preloaded Fall 2022 cohort.
- Attendance status (full- or part-time) should be based on the student's Fall 2022 attendance status.
- Report any exclusions for the cohort (see below for allowable exclusions).
- Report any inclusions of first-time study abroad students who were excluded from the first-time cohort but who have re-enrolled at the institution their second year.
- Report the total number of students retained from the Fall 2022 cohort. Include students who were reported as first-time but who are studying abroad in Fall 2023.

    Total students retained = students from Fall 2022 cohort still enrolled as of Fall 2023 + students from Fall 2022 cohort who completed their program as of Fall 2023.

    Academic reporters: Report students retained as of the institution's official fall reporting date or as of October 15, 2023.
    Program reporters: Report students retained as of August 1, 2023.

    Exclusions:
    Institutions may report exclusions for the Fall 2022 cohort. Allowable exclusions are students who left the institution for any of the following reasons:
    - Died or were totally and permanently disabled
    - To serve in the armed forces (including those called to active duty)
    - To serve with a foreign aid service of the Federal Government (e.g., Peace Corps)
    - To serve on official church missions

    The system will compute an **adjusted** cohort by subtracting the student exclusions from the original cohort prior to calculating the retention rate.

    Retention rates will be computed by the system after clicking 'Save.' The retention rate is calculated as:

    (Students from Fall 2024 cohort still enrolled + Students from Fall 2022 cohort who completed their program as of Fall 2023/Adjusted Fall 2022 cohort)*100.

Part F: Student-to-Faculty Ratio [Applicable to 4-year degree-granting institutions only]

Graduate only institutions do not complete Part F.

Report the student-to-faculty ratio for undergraduate programs at your institution. A worksheet is available to help determine your institution's ratio. Click on the link from the Part F screen to access the worksheet.

Worksheet for Institutions with Graduate or Professional Programs

The worksheet is designed to help institutions determine their student-to-faculty ratio for undergraduate programs. It is NOT mandatory that you use this worksheet to calculate your student-to-faculty ratio. Data entered on the worksheet will **NOT** be collected or saved in the system. Make sure to **print** the screen in order to refer to the ratio calculation for your institution at a later time.

~~Please note: The logic used in this calculation is similar to that of item I-2 from the Common Data Set data collection.~~

The term "stand-alone graduate or professional programs" used on the worksheet is defined as graduate or professional programs such as medicine, law, veterinary, dentistry, social work, or public health, in which faculty teach virtually only graduate-level students (also referred to as "independent" programs). Student and instructional staff counts will be adjusted for stand-alone graduate or professional programs to allow the ratio to come closer to an undergraduate program student-to-faculty ratio without overburdening institutions with reporting detail on the level of instruction taught by each instructor.

FULL- AND PART-TIME STUDENT DATA:

The total number of full-time and part-time students (lines F1 and F4) are carried forward from Part A.

Institutions with stand-alone graduate or professional programs (see definition above) report the following Fall 2022 student exclusions:

- In **line F2**, report the total number of full-time students enrolled in stand-alone graduate or professional programs.
- In **line F5**, report the total number of part-time students enrolled in stand-alone graduate or professional programs.

With the above student exclusions, the system will then compute the following on the worksheet:

- **Lines F3 and F6**. Total adjusted full-time and total adjusted part-time student counts.
- These are the total full-time and part-time students reported in Part A, excluding those enrolled in stand-alone graduate or professional programs. The system will calculate line F3 as line F1 (total full-time students) minus line F2 (total full-time students enrolled in stand-alone graduate or professional programs) and calculate line F6 as line F4 (total part-time students) minus line F5 (total part-time students enrolled in stand-alone graduate or professional programs).
- **Line F7**. A full-time equivalent (FTE) of the adjusted part-time student count.
- The FTE will be calculated as line F6 (total adjusted part-time student count) * 1/3.
- **Line F8**. Total adjusted FTE students.
- This is calculated as the sum of lines F3 (total adjusted full-time students) and F7 (FTE of total adjusted part-time students). Line F8 is used in the ratio calculation.

FULL-AND PART-TIME INSTRUCTIONAL STAFF DATA:

Lines F9 and F12 should be reported based on data your institution is reporting in the IPEDS Human Resources (HR) survey component. Please work together with the appropriate staff at your institution to ensure that the data used on this worksheet and reported in the HR component are the same.

- **Line F9**. The total number of full-time instructional staff (non-medical) as reported on the HR survey component.
- **Line F12**. The total number of part-time instructional staff (non-medical) as reported on the HR survey component. NOTE: Graduate assistants are not included.

Instructional Staff Exclusions for Stand-Alone Programs:

Institutions with stand-alone graduate or professional programs (see definition above) report the following Fall 2023 instructional staff exclusions on the worksheet:

- In line **F10A**, report the number of full-time instructional staff teaching exclusively in stand-alone graduate or professional programs.
- *Please note that instructional staff reported on the medical school screens in the HR component (medical school screens are seen only by institutions with M.D. and/or D.O. programs) are already excluded from the counts in line F9 and therefore should not be reported in line F10.*
- In line **F13A**, report the number of part-time instructional staff teaching exclusively in stand-alone graduate or professional programs.
- *Please note that instructional staff reported on the medical school screens in the HR survey component (medical school screens are seen only by institutions with M.D. and/or D.O. programs) are already excluded from the counts in line F12 and therefore should not be reported in line F13.*

Instructional Staff Exclusion for Non-Credit Instructors:

- In **line F10B**, report the number of full-time instructional staff teaching exclusively non-credit courses.
- In **line F13B**, report the number of part-time instructional staff teaching exclusively non-credit courses.

For institutions that have a large amount of non-credit activity (most often public two-year institutions), the above exclusions will better align the student data with the instructional staff data being used in the ratio.

Part-Time Instructional Staff Addition:

- In line **F14**, report the number of administrators or other staff **NOT** reported to IPEDS as instructors (and therefore not included in the HR survey component count reported in line F12) that are teaching a credit course in Fall 2023.

For institutions that have administrators and other professionals on staff that are not reported to IPEDS as instructors (because it is not their "primary function") but they teach credit courses throughout the year, the above allowable addition will produce a more accurate ratio.

With the above instructional staff exclusions and part-time instructional staff addition information above, the system will compute the following on the worksheet:

- **Line F11**. Total adjusted full-time instructional staff.
  - The adjusted full-time instructional staff is the total full-time instructional staff, excluding those teaching exclusively in stand-alone graduate or professional programs and those teaching exclusively non-credit classes. The system will calculate line F11 as line F9 (total full-time instructional staff as reported on HR survey component) minus the total exclusions [line F10A (total full-time instructional staff teaching exclusively in stand- alone graduate or professional programs) + line F10B (total full-time instructional staff teaching exclusively non-credit courses)].

- **Line F15.** Total adjusted part-time instructional staff.

  The adjusted part-time instructional staff is the total part-time instructional staff, excluding those teaching exclusively in stand-alone graduate or professional programs and those teaching exclusively non-credit classes, and adding those administrators and other staff teaching credit courses. The system will calculate line F15 as line F12 (total part-time instructional staff as reported on HR survey component) minus the total exclusions [line F13A (total part-time instructional staff teaching exclusively in stand-alone graduate or professional programs) + line F13B (total part-time instructional staff teaching exclusively non-credit courses)] + line F14 (administrators and other staff teaching credit courses).

- **Line F16.** Total FTE of adjusted part-time instructional staff.

  The FTE will be calculated as line F15 (total adjusted part-time instructional staff) * 1/3.

- **Line F17.** Total FTE of adjusted instructional staff.

  This is calculated as the sum of lines F11 (total adjusted full-time instructional staff) and F16 (FTE of total adjusted part-time instructional staff). Line F17 is used in the ratio calculation.

- **Line F18.** Student-to-faculty ratio.

  The ratio will be calculated by the system as line F8 (total adjusted FTE students) divided by line F17 (total adjusted FTE instructional staff). The ratio will be displayed on the worksheet as xxx to 1.

The calculated ratio can then be entered onto the Part F (Student-to-Faculty Ratio) screen.

Part F: Student-to-Faculty Ratio [Applicable to 2-year degree-granting institutions only]
Graduate only institutions do not complete Part F.
Report the student-to-faculty ratio for undergraduate programs at your institution. A worksheet is available to help determine your institution's ratio. Click on the link from the Part F screen to access the worksheet.

Worksheet for Less Than Four-Year Institutions and Four-Year Institutions without Graduate or Professional Programs
The worksheet is designed to help institutions determine their student-to-faculty ratio. It is NOT mandatory that you use this worksheet to calculate your student-to-faculty ratio. Data entered on the worksheet will **NOT** be collected or saved. Make sure to **print** the screen in order to refer to the ratio calculation for your institution at a later time.

Please note: The logic used in this calculation is similar to that of item I-2 from the Common Data Set data collection.

FULL- AND PART-TIME STUDENT DATA:
All student data on the worksheet are either carried forward from Part A or a calculated field.
Lines F1 and F2. Total full-time and total part-time students.
The total number of full- and part-time students are carried forward from Part A.
Line F3. A full-time equivalent (FTE) of the part-time student count.
The FTE will be calculated as line F2 (total part-time student count) * 1/3.
Line F4. Total FTE students.
This is calculated as the sum of lines F1 (total full-time students) and F3 (FTE of part-time students). Line F4 is used in the ratio calculation.

FULL-AND PART-TIME INSTRUCTIONAL STAFF DATA:
Lines F5 and F8 should be reported based on data your institution is reporting in the IPEDS Human Resources (HR) survey component. Please work together with the appropriate staff at your institution to ensure that the data used on this worksheet and reported in the HR component are the same.
In line F5, report the total number of full-time instructional staff as reported on the HR survey component.
In line F8, report the total number of part-time instructional staff as reported on the HR survey component.

Instructional Staff Exclusion for Non-Credit Instructors:
In line F6, report the number of full-time instructional staff reported in line F5 that are teaching exclusively non-credit courses.
In line F9, report the number of part-time instructional staff reported in line F8 that are teaching exclusively non-credit courses.
For institutions that have a large amount of non-credit activity, the above exclusions will better align the student data with the instructional staff data being used in the ratio.

Part-Time Instructional Staff Addition:
In line F10, report the number of administrators or other staff NOT reported to IPEDS as instructors (and therefore not included in the instructional staff count reported in line F8) that are teaching a credit course in the Fall.
For institutions that have administrators and other professionals on staff that are not reported to IPEDS as instructors (because it is not their "primary function") but they teach credit courses, the above allowable addition will produce a more accurate ratio.
With the above instructional staff exclusions and part-time instructional staff addition information above, the system will compute the following on the worksheet:
Line F7. Total adjusted full-time instructional staff.
The adjusted full-time instructional staff is the total full-time instructional staff, excluding those teaching exclusively non-credit classes. The system will calculate line F7 as line F5 (total full-time instructional staff as reported on the HR survey component) minus line F6 (total full-time instructional staff teaching exclusively non-credit courses).
Line F11. Total adjusted part-time instructional staff.
The adjusted part-time instructional staff is the total part-time instructional staff, excluding those teaching exclusively non-credit classes, and adding those administrators and other staff teaching credit courses. The system will calculate line F11 as line F8 (total part-time instructional staff as reported on the HR survey component) minus line F9 (total part-time instructional staff teaching exclusively non-credit courses) + line F10 (administrators and other staff teaching credit courses).
Line F12. Total FTE of adjusted part-time instructional staff.
The FTE will be calculated as line F11 (total adjusted part-time instructional staff) * 1/3.
Line F13. Total FTE of adjusted instructional staff.
This is calculated as the sum of lines F7 (total adjusted full-time instructional staff) and F12 (FTE of total adjusted part-time instructional staff). Line F13 is used in the ratio calculation.
Line F14. Student-to-faculty ratio.
The ratio will be calculated by the system as line F4 (total adjusted FTE students) divided by line F13 (total adjusted FTE instructional staff). The ratio will be displayed on the worksheet as xxx to 1.

The calculated ratio can then be entered onto the Part F (Student-to-Faculty Ratio) screen.

Part F: Student-to-Faculty Ratio [Applicable to non-degree-granting institutions only]
Graduate only institutions do not complete Part F.

Report the student-to-faculty ratio for undergraduate programs at your institution. A worksheet is available to help determine your institution's ratio. Click on the link from the Part F screen to access the worksheet.

Worksheet for Less Than Four-Year Institutions and Four-Year Institutions without Graduate or Professional Programs
The worksheet is designed to help institutions determine their student-to-faculty ratio. It is NOT mandatory that you use this worksheet to calculate your student-to-faculty ratio. Data entered on the worksheet will NOT be collected or saved. Make sure to print the screen in order to refer to the ratio calculation for your institution at a later time.

~~Please note: The logic used in this calculation is similar to that of item I-2 from the Common Data Set data collection.~~

FULL- AND PART-TIME STUDENT DATA:
All student data on the worksheet are either carried forward from Part A or a calculated field.

Lines F1 and F2. Total full-time and total part-time students.
The total number of full- and part-time students are carried forward from Part A.

Line F3. A full-time equivalent (FTE) of the part-time student count.
The FTE will be calculated as line F2 (total part-time student count) * 1/3.

Line F4. Total FTE students.
This is calculated as the sum of lines F1 (total full-time students) and F3 (FTE of part-time students). Line F4 is used in the ratio calculation.

FULL-AND PART-TIME INSTRUCTIONAL STAFF DATA:
Lines F5 and F8 should be reported based on data your institution is reporting in the IPEDS Human Resources (HR) survey component. Please work together with the appropriate staff at your institution to ensure that the data used on this worksheet and reported in the HR component are the same.

In line F5, report the total number of full-time instructional staff as reported on the HR survey component.
In line F8, report the total number of part-time instructional staff as reported on the HR survey component.

Instructional Staff Exclusion for Non-Credit Instructors:
In line F6, report the number of full-time instructional staff reported in line F5 that are teaching exclusively non-credit courses.
In line F9, report the number of part-time instructional staff reported in line F8 that are teaching exclusively non-credit courses.

For institutions that have a large amount of non-credit activity, the above exclusions will better align the student data with the instructional staff data being used in the ratio.

Part-Time Instructional Staff Addition:
In line F10, report the number of administrators or other staff NOT reported to IPEDS as instructors (and therefore not included in the instructional staff count reported in line F8) that are teaching a credit course in the Fall.

For institutions that have administrators and other professionals on staff that are not reported to IPEDS as instructors (because it is not their "primary function") but they teach credit courses, the above allowable addition will produce a more accurate ratio.

With the above instructional staff exclusions and part-time instructional staff addition information above, the system will compute the following on the worksheet:
Line F7. Total adjusted full-time instructional staff.
The adjusted full-time instructional staff is the total full-time instructional staff, excluding those teaching exclusively non-credit classes. The system will calculate line F7 as line F5 (total full-time instructional staff as reported on the HR survey component) minus line F6 (total full-time instructional staff teaching exclusively non-credit courses).

Line F11. Total adjusted part-time instructional staff.
The adjusted part-time instructional staff is the total part-time instructional staff, excluding those teaching exclusively non-credit classes, and adding those administrators and other staff teaching credit courses. The system will calculate line F11 as line F8 (total part-time instructional staff as reported on the HR survey component) minus line F9 (total part-time instructional staff teaching exclusively non-credit courses) + line F10 (administrators and other staff teaching credit courses).

Line F12. Total FTE of adjusted part-time instructional staff.
The FTE will be calculated as line F11 (total adjusted part-time instructional staff) * 1/3.

Line F13. Total FTE of adjusted instructional staff.
This is calculated as the sum of lines F7 (total adjusted full-time instructional staff) and F12 (FTE of total adjusted part-time instructional staff). Line F13 is used in the ratio calculation.

Line F14. Student-to-faculty ratio.
The ratio will be calculated by the system as line F4 (total adjusted FTE students) divided by line F13 (total adjusted FTE instructional staff). The ratio will be displayed on the worksheet as xxx to 1.

The calculated ratio can then be entered onto the Part F (Student-to-Faculty Ratio) screen.

General

1)   Who should I include in my enrollment reporting?

All students enrolled for credit should be reported. Credit is defined as "Recognition of attendance or performance in an instructional activity (course or program) that can be applied by a recipient toward the requirements for a degree, diploma, certificate, or other recognized postsecondary credential, irrespective of the activity's unit of measurement."

Students who are not seeking a degree or certificate may still be enrolled for credit. These students are to be reported in the non-degree/non-certificate-seeking column.

2)   What is the reporting period/date for fall enrollment?

Fall enrollment is a count of students enrolled on a particular date in the Fall. Fall enrollment is often referred to as a "snapshot" of the enrollment at an institution at a specific time in the Fall. The date/period used depends on whether the institution is an academic reporter or a program reporter for IPEDS purposes.

Academic reporters: Report enrollment as of October 15 or as of the institution's official fall reporting date.
Program reporters: Report enrollment during the 3-month period of August 1 to October 31. If a student enrolls or remains enrolled at any time during that period, the student is included in the fall enrollment counts.

3)   Should I report students who are studying abroad?

U.S. students who are enrolled in your institution and attend classes in a foreign country should be included in your institution's enrollment report if your institution provides instructional resources (classroom, instructors), even though the education occurs abroad. Students who are enrolled in your institution and attend classes in a foreign country should NOT be included in your enrollment report if:

The students are enrolled ONLY in courses offered by another institution;
The students are enrolled at a branch campus of your institution in a foreign country;
Your institution does not provide the instructional resources (i.e., classrooms, instructors), even if the student pays tuition to your institution.
Foreign students who are enrolled for credit and taking courses at the institution should be included in the institution's enrollment report.

While study abroad students may be excluded from the enrollment count for reasons cited above, they may be included in the institution's retention calculation. Please see the specific instructions on Part E: Retention or the FAQ on including study abroad students in retention.

For additional information on how to report study abroad students in all IPEDS survey components, please visit the following link: http://nces.ed.gov/ipeds/pdf/Reporting_Study_Abroad_Students.pdf.

4)   In the past I reported first-professional students on this component. Why are there no screens for reporting first-professional students?

Beginning with the 2009-10 collection year, institutions are required to use reclassified postbaccalaureate degree categories that exclude the first-professional category. In parts A and B, all postbaccalaureate students are to be reported as graduate students, including doctor's-professional practice students (formerly reported as first-professional). Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

5)   My school is part of a consortium of schools. How do I report student enrollment?

For reporting students studying in consortium agreements, please refer to the Resource page at https://nces.ed.gov/ipeds/report-your-data/data-tip-sheet-reporting-data-consortium-institutions.

6)   Do I include students enrolled only in ESL programs (programs comprised exclusively of ESL courses) in Fall Enrollment?

ESL has never been considered a postsecondary program by IPEDS. Since it is considered non-postsecondary, students who are ONLY enrolled in ESL programs (programs comprised exclusively of ESL courses), regardless of whether or not they are receiving Title-IV aid, should NOT be counted in enrollment.

7)   Should my institution, which is participating as a~~n~~ U.S. Department of Education experimental site, ~~report high school students or incarcerated students who have received a Pell Grant while taking college coursework~~ include experimental site participants in IPEDS Fall Enrollment (EF)?

~~If your institution is participating in the Dual Enrollment experimental site or the Second Chance Pell experimental site program,~~ No, exclude experimental site participants ~~these students~~ from reporting.

8)   How can I ensure consistent reporting of degree/certificate-seeking undergraduates across EF, E12, and OM survey components?

- The Fall Enrollment (EF) survey component is a "snapshot" of the institution's enrollment in the fall. The 12-month Enrollment (E12) survey component captures the institution's total unduplicated headcount enrollment for an entire 12-month period (July 1 to June 30).
  - EF enrollment counts are a subset of the E12 enrollment counts, as the E12 survey component captures students enrolled in the fall plus any other unduplicated students not captured in the EF survey component (e.g., students who first enroll in the spring term or enroll only in the summer months). If students enroll in the summer immediately preceding the fall term, students' enrollment status (i.e., part-time or full-time, first-time or non-first-time, degree/certificate-seeking or non-degree/non-certificate-seeking, undergraduate or graduate) should be determined by their fall enrollment (not their summer enrollment). Note that recent high school graduates and other students without prior postsecondary experience will still be considered "first-time students" for EF reporting purposes even if they enrolled in the summer prior to fall enrollment.

- o Because the EF survey component is a subset of the E12 survey component, all student enrollment counts (total and by disaggregate) reported in the current year's E12 survey component should be greater than or equal to the prior year's EF survey component. Note that the prior year's EF survey component matches the "data year" of the current year's E12 survey because there is a greater "time lag" in reporting E12 data.
- Because the fall term is considered a full term for IPEDS reporting purposes, students enrolled in the fall term and captured in the EF survey component should retain their same enrollment statuses (e.g., part-time or full-time, first-time or non-first-time, degree/certificate-seeking or non-degree/non-certificate seeking, undergraduate or graduate) in the E12 survey component.
  - o For example, a full-time, first-time student reported on the EF survey would also be reported as a full-time, first-time student in the E12 survey. Similarly, a part-time, non-degree/non-certificate-seeking student reported in the EF survey component would retain those statuses in the E12 survey component.
  - o For both program reporters and academic reporters, student enrollment statuses as reported on the current-year EF survey should be retained for E12 reporting in the following data collection year when the data coverage periods align (i.e., you should not change students' statuses between EF and E12 reporting).
  - o For students not reported on the EF survey component (i.e., not enrolled in the fall and therefore not captured), default to the student's first full term at entry to determine enrollment statuses (typically spring in this scenario). If the student enrolls only in the summer months and at no other time during the 12-month reporting period, then the summer session may be used to determine student statuses.
- While the E12 survey component captures unduplicated enrollment counts during the 12-month period of July 1 to June 30, the Outcome Measures (OM) survey component captures the 4-, 6-, and 8-year academic outcomes for the cohort of degree/certificate-seeking students during the same 12-month period. Like the E12 survey component, students' statuses (i.e., first-time/non-first-time, Pell/Non-Pell, full-time/part-time) are determined by students' first full term (i.e., fall or spring).
- Unlike the E12 survey component, the OM survey component captures only degree/certificate-seeking students. For this reason, students' statuses for OM reporting purposes are determined in their first full term as a degree/certificate-seeking student. For example, students enter as non-degree/non-certificate-seeking students in the fall and in the following spring term enroll as degree/certificate-seeking students, these students would be reported as:
  - o In EF as non-degree/non-certificate-seeking students with the statuses (e.g., full-time/part-time) determined at their first full term (i.e., fall term).
  - o In E12 as non-degree/non-certificate-seeking students with the statuses (e.g., full-time/part-time) determined at their first full term (i.e., fall term). Note that students reported on both the EF and E12 survey components should be reported with the same enrollment statuses (i.e., they do not change).
  - o In OM as degree/certificate-seeking students with the statuses (i.e., first-time/non-first-time, Pell/non-Pell, full-time/part-time) determined at their first full term as degree/certificate-seeking students (i.e., spring term). Because the OM survey component is designed to capture academic outcomes for degree/certificate-seeking students, students who are non-degree/non-certificate-seeking in the fall (and reported as such for both EF and 12 survey components) but then become degree/certificate-seeking after the fall term should be reported for OM reporting purposes. Only in this scenario and only for OM reporting purposes should fall-enrolled students' enrollment statuses then be determined from a non-fall term to align with when they became degree/certificate-seeking.
- Therefore, OM counts should be same or slightly greater than degree/certificate-seeking student counts reported in E12 because there is the potential for some students to enroll as non-degree/non-certificate-seeking in the fall term (and reported as such for EF and E12 survey components) but then change their enrollment to degree/certificate-seeking in the spring term (and thus need to be captured in the OM survey component).

Fall Enrollment by Student Level, Race/Ethnicity and Gender (Part A)

1) What is NOT considered "prior postsecondary experience" when reporting first-time students?

- Credit for military service/training from an association such as the American Council on Education,
- Credit from any non-credit courses, as defined by the institution,
- Credit received for completion of tests/assessments,
- Credit received before the student has earned a high school diploma (i.e., AP or dual enrollment credits),
- Postsecondary award received before the students earned a high school diploma (e.g., certificate, associate's, bachelor's, etc.), or
- Credit for life experience.

Students with prior postsecondary experience credit from attending a military academic institution (e.g., Community College of the Air Force, West Point, U.S. Naval Academy, etc.) would NOT be considered first-time students.

2) Where do I report students if I don't know whether or not they are first-time?

If their status is not indicated directly and the student does not enroll with prior credits or transcripts from another institution, then assume the student is first-time.

3) Where do I report undergraduate students who enrolled at my institution for the first time this fall (without prior postsecondary experience), but earned college credits during the prior summer?

These students should be reported as first-time undergraduates. The definition of "first-time" allows for students to still be classified as first-time if the college credit they have previously earned occurred in the summer immediately prior to enrollment.

4) How do I treat new students who transferred into the institution the prior summer session and take courses in the fall?

For the Fall Enrollment survey, count the student as a "transfer-in," even if the student transferred into the institution during the prior summer session and is not entering the institution for the first time in the fall. (Applies only to academic reporters)

5) Does "continuing/returning student" include those students who have stopped out and re-entered the same institution?

Yes, "continuing/returning student" is meant to capture students who are not first-time or transfer-in. This includes students who have been continuously enrolled in the institution and those who have stopped out and re-enrolled, without having transferred to another institution.

6) How do I report a student who earned college credit or postsecondary award while in high school (a dual enrolled student) and has now graduated high school and enrolled in my institution in the Fall?

If the college credit or postsecondary award was earned prior to the student graduating high school, then this student would be considered a first-time student in the Fall. The definition of "first-time" allows for students to still be classified as first-time if the college credit they have previously earned was prior to their high school graduation. (Applies only to academic reporters)

7) Where do I report a high school student who is enrolled for credit at my institution (a dual enrolled student)?

This student would be reported as non-degree/non-certificate-seeking. Prior to receipt of a high school diploma or recognized equivalent (see glossary definition), a student is non-degree/non-certificate-seeking. After receipt of the high school diploma or recognized equivalent, they can be classified as degree/certificate-seeking, if appropriate.

8) If a student enrolled for credit has not indicated whether they intend to earn a degree or certificate, how do I determine whether they are degree/certificate-seeking?

If the student has not indicated any intent but is applying for Title IV federal financial aid, assume the student to be degree/certificate-seeking.

9) Where do I report students who are seeking a second baccalaureate degree?

Report these students in the column labeled "Continuing" degree/certificate-seeking students (column 3). This column is intended to capture all degree/certificate-seeking undergraduate students who are not first-time and did not transfer-in to the institution in that Fall.

10) How do I report an undergraduate student who took courses as a non-degree-seeking student and re-enrolls as a degree-seeking student at the same reporting institution?

~~This student should be reported as a "continuing/returning" student. IPEDS defines "continuing/returning students" as "A student who is not new to the institution in the fall, but instead is continuing his or her studies at the institution (i.e., not first-time and not transfer-in)."~~

If a student enrolled in a prior reporting year as non-degree-seeking and in the current reporting year re-enrolls as degree-seeking, the student should be reported as a "continuing/returning" student as the student is not new to the reporting institution. Note: This does not apply to dual enrolled high school students if they were reported as non-degree-seeking students in a prior reporting year. After receipt of the high school diploma or recognized equivalent, they can be classified as first-time degree/certificate-seeking, if appropriate.

11) My institution has students for which gender does not align with the 'Men' and 'Women' categories in IPEDS (e.g., non-binary, unknown). Since there is no place to report another gender category on the IPEDS data collection screens, how should we report these individuals?

These individuals are still to be reported to IPEDS. It is up to the institution to decide how best to handle reporting individuals whose gender does not align with the 'Men' and 'Women' categories. However, a common method used is to allocate these students based on the known proportion of men to women. There is a new section at the end of Part A to report the number of students for whom gender is unknown or another gender than the provided categories, to provide context for the allocations.

12) How do I report foreign students living outside the U.S. who are enrolled in my institution?

There has been no change to how these students should be reported. Foreign students living outside the U.S., such as a foreign student living outside the U.S. who is enrolled in distance education at your institution, should be classified in the Race/Ethnicity Unknown category. Only U.S. citizens are to be categorized in the specific Race/Ethnicity categories. The non-resident alien category is reserved specifically for students that are in the U.S. under that specific legal status.

13) How does enrollment in non-credit or zero-credit developmental ~~remedial~~/ESL and co-op courses count in the determination of a student's full-time status?

Students in the following categories are considered degree-seeking in IPEDS, though they may be enrolled in courses not creditable for an award:
- Students enrolled in developmental ~~remedial~~ courses that are not creditable toward an award but have been admitted into an eligible Title-IV program and receive Title-IV aid
- Students enrolled in ESL courses that are not creditable toward an award but have been admitted into an eligible Title-IV program and receive Title-IV aid
- Co-op students enrolled in courses that are not creditable toward an award but are required for award attainment

In determination of the student's full-time status, credit or clock hours (up to one academic year's worth) of developmental ~~remedial~~ and ESL courses may be used in the determination of a student's full-time status if the developmental ~~remedial~~ or ESL course is part of a program that leads to a postsecondary award. In these cases, the developmental ~~remedial~~ or ESL courses should count the same as the comparable full-credit class. For co-op students, the work portion of a cooperative education program in which the amount of work performed is equivalent to the academic workload of a full-time student will also count toward the determination of full-time status.

14) In which race/ethnicity category do I report undocumented and DACA students?

Undocumented and DACA students who completed high school or a GED equivalency within the United States and who were not on an F-1 non-immigrant student visa at the time of high school graduation are considered eligible non-citizens and their race/ethnicity should be reported using the seven race/ethnicity categories provided:

- Hispanic or Latino, regardless of race

    For Non-Hispanic/Latino individuals:

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Two or more races

If a student's race/ethnicity is unknown, you can include them in the race/ethnicity unknown category. Note: If the institution cannot verify F-1 visa status for undocumented and DACA students at the time of high school graduation, the institution can assume that the status at the time of application was the same as the status at the time of high school graduation.

15) Should incarcerated students be included in enrollment reporting?

Include all students enrolled for credit even if enrolled at off-campus locations (e.g., federal or state penal institution). This includes, but is not limited to, students enrolled for credit in a recognized prison education program (PEP). Enrollment statuses for incarcerated students (e.g., full-/part-time, first-time/non-first-time, distance education) should be determined in the same way as all other students enrolled for credit.

Fall Enrollment in Selected Fields (Part A, 4-year institutions only)

1) What do I do if my institution does not offer any of the program areas listed on the CIP selection screen?

Select "None of the above" on the CIP selection screen and report all students enrolled for credit, regardless of field of study, Full-time and Part-time Enrollment by Race/Ethnicity screens of Part A.

2) How do I report students in program areas that do not appear on the CIP selection screen?

The program areas on the CIP selection screen are the only fields for which enrollment data is collected separately. In addition to reporting enrollment by the selected fields requested, report all students enrolled for credit (regardless of field of study) on the "Full-time and Part-time Enrollment by Race/Ethnicity screens of Part A.

3) How do I report undergraduates who have not yet declared a major?

These students should only be reported on the Full-time and Part-time Enrollment by Race/Ethnicity screens of Part A, where all students enrolled for credit (regardless of field of study) are reported.

4) How do we report a student that has majors falling under more than one of the CIP codes collected in Part A (i.e., 13.0000 Education and 27.0000 Mathematics)?

Report the students as either full-time or part-time depending on their status at the institution. Then report them on the corresponding CIP pages. The CIP pages are not an unduplicated count and students can be included on more than one page.

5) How do I determine whether a student should be reported as full-time or part-time?

Based on IPEDS definitions, a full-time undergraduate student is a student enrolled for 12 or more semester credits, or 12 or more quarter credits, or 24 or more clock hours a week each term, while a part-time undergraduate student is a student enrolled for either less than 12 semester or quarter credits, or less than 24 clock hours a week each term.

A full-time graduate student is a student enrolled for 9 or more semester credits, or 9 or more quarter credits, or a student involved in thesis or dissertation preparation that is considered full-time by the institution, while a part-time graduate student is a student enrolled for less than 9 semester or quarter credits.

In some rare cases, however, students may be enrolled in fewer than the specified full-time credit thresholds outlined above but still be considered full-time for federal financial aid purposes. In these instances, students who are determined to be full-time enrolled for federal financial aid purposes are also to be considered full-time for IPEDS reporting purposes.

6) Which students should be included in 'another gender'?

Students who self-identify as having a single binary gender identity (i.e., men or woman) should be reported in the appropriate binary gender category. Students who self-identify as having a gender identity that does not fall into either of the mutually exclusive binary categories provided (i.e., men or women) should be reported in the "another gender" category. Institutions are not limited to the options available for IPEDS reporting purposes and should determine the best way for their institution to collect and aggregate this information.
For some students, it may be challenging to place them in either a binary category or another gender. For example, for students that indicate they are transgender and provide a binary gender, institutions may ask the student whether they identify as transgender or as the binary gender they selected. If they identify as transgender, they would be reported in another gender. If they identify as a binary gender, they should be placed in the appropriate binary gender category.

7) Which students should be included in 'gender unknown'?
Institutions should report all students who do not self-report a gender (i.e., missing data) as 'gender unknown'.
Students that selected a binary gender or another gender than the binary 'men' and 'women' category should not be included in gender unknown.

8) Should our institution resurvey students if we previously only collected binary gender categories?
Institutions should resurvey students so that they can report an accurate number of students in the 'another gender' category. Institutions that cannot report the 'another gender' category can indicate they are not able to report these students using the radio buttons at the top of the screen. It is expected that institutions should be able to provide a count of 'gender unknown'.

9) Our institution uses the Common App to identify student gender, and the Common App only collected male and female. How should we report gender? Currently, the Common App only allows students to select male or female. Starting with the 2023-24 application cycle, the Common App will also allow 'Gender X or another legal sex' (more information can be found at https://www.commonapp.org/blog/common-app-update-gender-identity-questions-college-application). Institutions can resurvey students or indicate that they cannot currently report 'another gender'.

Distance Education

1) If a student is taking the instructional portions of their program entirely online, but are then required to complete a practicum, residency, or internship, is the student considered enrolled in exclusively distance education courses?

Yes, if the instructional portions are entirely online, the student is considered to be enrolled in exclusive distance education course.

2) What should I do if I do not know the location of students enrolled exclusively in distance education courses?

If you have no information about the location of students enrolled exclusively in distance education, do not report them in any of the location fields. The system will calculate the number of "Location Unknown" exclusively distance education enrollments.

3) How do I determine location for those students enrolled exclusively in distance education?

Location for those students enrolled exclusively in distance education should be their physical location or current address, as of the institution's Fall reporting date. If this is not available, use the address on file for the student. For students enlisted in the military on active duty, use the permanent address instead of the student's physical location.

4) Are U.S. jurisdictions or territories (like Guam, the U.S. Virgin Island, etc.) considered in the U.S. for distance education location reporting?

Yes, Students located in a U.S. jurisdiction while they are enrolled in distance education courses should be reported as located in the U.S.

5) We offer courses that combine distance education and traditional teaching methods ("hybrid" courses). How should students enrolled in these courses be counted in the distance education portion of Fall Enrollment?

Hybrid courses are not considered by IPEDS as distance education. Students enrolled in "hybrid" courses should be reported as "not enrolled in any distance education courses."

Fall Enrollment by Age (Part B)

1) I am not able to enter a number in the "Age unknown/unreported" box. How do I report students whose ages are unknown?

The number of students whose age is unknown will be computed by the data collection system. The difference between the sum of students reported by age category in Part B and the corresponding total enrollment reported in Part A results in the number of students whose age is unknown.

If this results in a negative number, a fatal error will appear and you will need to either correct your data or contact the IPEDS Help Desk for assistance.

2) My institution uses age range categories that differ from the ones IPEDS uses in Part B. What should I do?

In order to have consistent data from all institutions, IPEDS must use standard age categories. Use the students' dates of birth to report the enrollment by IPEDS age categories.

Residence of First-Time Undergraduates (Part C)

1) When reporting students by residence (Part C), should I include students who completed a GED in the second column that asks for numbers of students that graduated high school within 12 months?

If the student received the GED within the past 12 months, they should be included in the second column.

2) Some first-time undergraduates at my institution are dependents whose parents are in foreign countries on a temporary basis (e.g., military/diplomatic service). When reporting residence and migration data, what location do I use?

The home state could be the student's or parent's official home state, the state where they are registered to vote or pay taxes, or the state issuing their driver's license. If no such information is available, they would be reported under "State unknown"(57).

Total Undergraduate Entering Class (Part D)

1) What is the difference between the full-time, first-time degree/certificate-seeking cohort (GRS cohort) and the undergraduate entering class calculated in Part D?

In addition to the students in the full-time, first-time degree/certificate-seeking cohort, the total undergraduate entering class includes part-time students of the same criteria as well as transfers-in and full- and part-time non-degree/non-certificate-seeking students that are new to your institution in the Fall.

The entering class is intended to represent all students new to an institution in a given fall and provide context for the GRS cohort. The percent of the entering class that is represented by the institution's GRS cohort is included on College Navigator as a note to the graduation rate data displayed.

Retention Rates for First-Time Undergraduates (Part E)

1) How is the retention rate calculated?

The retention rate is calculated as follows:

4-year Institutions:
(first-time bachelor's degree-seeking students in Fall 2022 who are still enrolled in Fall 2023 + first-time bachelor's degree-seeking students in Fall 2022 who completed their bachelor's program by Fall 2023)/(first-time bachelor's degree-seeking students in Fall 2022 - cohort exclusions + cohort inclusions)

2-year and Less-than-2-year Institutions:
(first-time students in Fall 2022 who are still enrolled in Fall 2023 + first-time students in Fall 2022 who completed their program by Fall 2023)/(first-time students in Fall 2022 - cohort exclusions + cohort inclusions)

2)   How do I report students who changed attendance status (part-time to full-time or full-time to part-time) between one fall and the next?

Report students based on their attendance status in the fall the cohort was initially based on, even if that status changed in the following fall.

3)   Are students on a leave of absence from the institution considered retained?

No. Students must be enrolled for credit at the institution in the Fall to be considered retained from the previous fall.

4)   For less-than-4-year institutions that have a student who completed a program and are still enrolled at the same institution in another program, how should they count that student?

The institution should count that student as "retained" only once. Do NOT count that student twice, once for having completed the program and another time for still being enrolled.

5)   My institution's freshman study abroad students were excluded from the prior year first-time enrollment count. How can I add these students back into the prior year's first-time cohort for the current year's retention calculation?

Freshman study abroad students can be added to the first-time cohort. Report in the inclusion box first-time bachelor's degree/certificate-seeking study abroad students who were excluded from the first-time cohort but who have re-enrolled at the institution their second year.

6)   Sophomore study abroad students have been excluded from my fall enrollment count because they are taking classes in a foreign country. How can I include them as part of my retention calculation?

Sophomore study abroad students are considered part of the retained cohort even though they may not be included in the institution's fall enrollment count. Count these students in the retained cohort.

Undergraduate Student-to-Faculty Ratio (Part F)
1)   How do I calculate my institution's student-to-faculty ratio?

A worksheet has been provided to guide the process of calculating the student-to-faculty ratio for your institution. The worksheet can be accessed from the Part F screen in the Data Collection System.

2)   Can you provide an example of a stand-alone graduate or professional program (a program such as medicine, law, veterinary, or dentistry in which faculty teach virtually only graduate-level students)?

An example of a program that would fall into this category (typically a doctor's-professional practice program) is a school of medicine that only awards degrees/certificates at the graduate level and therefore its faculty exclusively (or in some cases almost exclusively) teach graduate students. Programs that are "stand-alone" graduate programs may have some undergraduate students enrolled in their courses, however a "stand-alone" graduate program would only award degrees/certificates at the graduate level. An example of a graduate program that would not meet this criterion is a school of business that has an undergraduate and graduate program and therefore enrolls both types of students and awards degrees/certificates at both levels. Further, the faculty would teach a mix of undergraduate and graduate students. Excluding "stand-alone" graduate programs is intended to make the student-to-faculty ratio closer to an undergraduate student-to-faculty ratio than it would be if these programs were included in the calculation, without overburdening institutions.

3)   My institution has graduate and/or doctors-professional practice programs but does not have any "stand-alone" programs. What should I enter on the student and faculty exclusion line items related to these types of programs on the worksheet for Part F?

If your institution does not have any "stand-alone" graduate or professional programs, then enter 0 for students and 0 for faculty in the lines for these types of programs. Most institutions do not have these types of graduate or professional programs, so entering 0 in those lines will be fairly common.